



Roadmap to Recovery for Nevada

Banking and Financial Services



Mandatory*

Recommended Best Practices*

Employees & Customers

- Ensure minimum 6 feet between people, if not possible, install barriers.
- Face coverings are required for all employees.
- Provide disposable gloves to employees handling money or other similar transactions.
- Employers must perform daily symptom assessment of employees.**
- Require employees to stay home if symptomatic.
- Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer.
- Reduce sharing of work materials.
- Limit travel as much as possible.
- Limit number of people on common use elevators.

- Provide hand sanitizer stations.
- Take temperatures of employees daily upon entry and/or ask screening questions for COVID-19 symptoms.
- Consider providing some business transactions over the phone or Internet to avoid in-person interactions.
- Continue to encourage online banking and drive-through ATM service (if available).
- Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic.

Shift Patterns

- Personnel should work from home whenever possible and feasible.

- Consider staggered shifts to ensure a minimum of 6 feet between people.
- Alternate end-of-day shift changes for social distancing.
- Divide essential staff into groups and establish rotating shifts.

Shared Spaces/ Workstations

- Routinely disinfect all high touch surfaces (e.g. door handles, light switches, sinks, toilets, countertops, phones, tables, cabinetry handles, appliance handles, stairways/stairwells, etc.).
- Do not use communal water fountains.
- Cancel/postpone in-person events when special distancing guidelines cannot be met.
- No self-serve food in cafeteria or other common area.
- Establish maximum capacity (e.g. 50% of fire code).

- Redesign/space workstations for 6 feet or more of distance.
- Close cafeteria and gathering spaces, if possible, or conduct regular cleanings.
- Utilize teleconference methods to avoid in-person gatherings.
- Limit congregation in office spaces.
- Availability of at least 3 weeks of cleaning supplies.

Confirmed Cases

- Immediately isolate and seek medical care for any individual who develops symptoms while at work.
- Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information.
- Shutdown facility for deep cleaning and disinfection, if possible.
- Use disinfectants outlined on [EPA List N](#).

- Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications.
- Once testing is readily available, test all suspected infections or exposures.
- Following testing, contact local health department to initiate appropriate care and tracing.

**Daily symptom assessment should include monitoring for fever, cough and trouble breathing.

*These recommendations were compiled based on guidance from the CDC, the U.S. Food and Drug Administration (FDA), [Nevada OSHA](#), and other relevant agencies for the industry and public health officials, including state licensing boards. The information provided is only intended as general information to the public. Following these guidelines does not constitute, and is not a substitute for, compliance with all laws and regulations applicable at any particular time. Individuals and businesses are responsible to ensure that they comply with all laws and regulations that apply to them, including, but not limited to, federal and state health and safety requirements. Additionally, compliance with these regulations does not ensure against the spread of infections from COVID-19 or any other cause.