

## Portland Fish Exchange response to the Corona Virus Pandemic:

### Cleaning & Sanitizing:

- PFE has an adequate supply of paper goods, hand soap, sanitizer, disposable gloves and a limited supply of disposable face masks
- Common areas will be cleaned & sanitized frequently
- PFE has regular cleaning cycles by an outside vendor
- HACCP sanitizing protocols will remain in effect

### Customer Protocols:

- If a visitor is ill, or has flu-like symptoms, they are asked not to enter the building
- Any person who is visibly ill will be asked to leave the premises
- Visitors with no business at PFE will not be allowed to enter the building
- Buyers, sellers, truck drivers and vendors must sign-in and out of the building
- Anyone entering the building is requested to wash & sanitize hands prior to touching door knobs or pulls, public restrooms, vending machines and computer workstations

### Staff protocols:

- Wash & sanitize hands prior to using the time clock workstation
- Keep a 6' distance from others
- Wash & sanitize hands numerous times during a shift
- Avoid touching your face
- Wear protective gloves

PFE will reduce operational hours to meet minimum business needs: **Updated March 25, 2020**

**Portland Fish Exchange is a Covid19 Essential Facility per City of Portland and State of Maine Department of Marine Resources – and will remain in operation, but will limit hours to meet minimum business needs**

- Auction days, Sunday to Thursday: 6am to 3pm **or until last truck has departed**
- Non-auction days, Sunday to Friday: 6am until last truck departs, **10am -12noon**
- Saturdays: 6am to **10am – 11am, until last truck departs**

NOTE: These protocols will be amended as needed based on evolving circumstances

Bert Jongerden, GM