

POLLING LOCATION RECOMMENDATIONS DURING COVID-19 PANDEMIC



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Recommendations for Polling Centers

This layout should be used as a guide to setting up your polling location during the current COVID-19 Pandemic. Please adjust it as needed to suit your facility.

1. All Polling Staff should wear appropriate PPE. Masks, Gloves, etc.
2. Polling Staff/Voter barriers should be put in place at all stations.
3. Hand Sanitizer locations should be set up at the entrance and exit as well as at various stations throughout the facility.
4. Markers should be placed on the floor with a minimum spacing of 6 feet to indicate where voters should stand while waiting for the next station. Signage should be in place to instruct the voters to wait on the markers.
5. Social Distancing signage should be prominently displayed.
6. Ensure that voting stations are spaced at a minimum of 6 feet. Limit the number of stations if needs be to make this possible.
7. Station cleaning supplies should be readily available throughout the facility for cleaning of stations and facility. A staff member should be assigned to clean stations at regular intervals. Writing utensils used for voting should be sanitized after each use.
8. All persons entering the facility may have their temperature checked before entering the facility using a proper no contact thermometer. No entry to any individual with a temp over 100.4F.
9. All Polling Staff must fill out the COVID-19 Workplace Screening Form when reporting to work.

LEGEND



Polling Staff/Voter Protective Barrier



Temperature Check Station



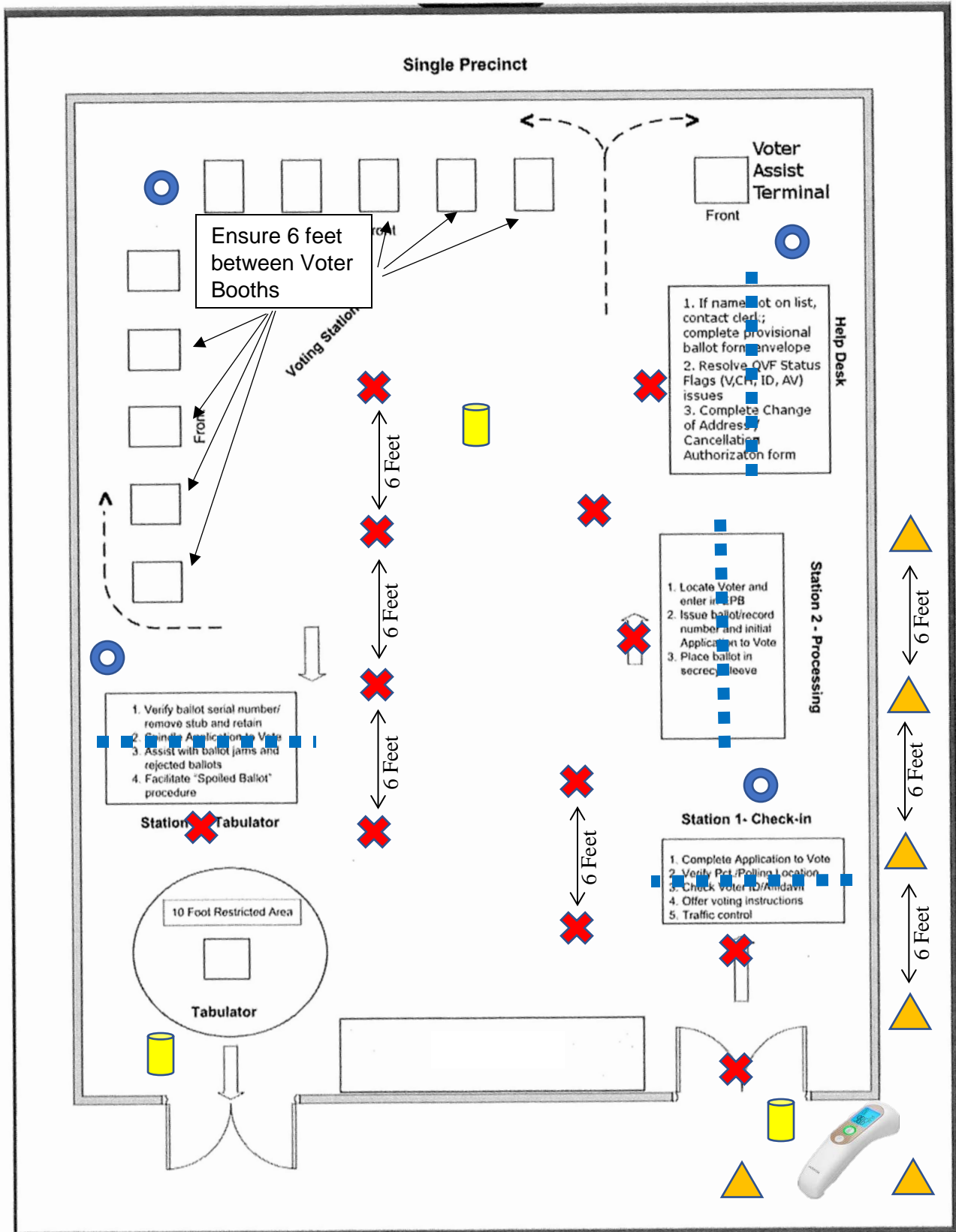
Hand Sanitizer Location



Marker/Tape/Cone Indicates where a person should stand while waiting



Station Cleaning Supplies
Wipes, Spray, Etc.



Coronavirus (COVID-19) Workplace Health Screening

Agency Name: _____

Employee Name: _____

Date: _____

Time In: _____

In the past 24 hours, have you experienced?

Subjective fever (felt feverish): Yes No

New or worsening cough: Yes No

Shortness of breath: Yes No

Sore throat: Yes No

Diarrhea: Yes No

Current temperature: _____

If you answer “yes” to any of the symptoms listed above, or your temperature is 100.4°F or higher, please do not go into work. Self-isolate at home and contact your primary care physician’s office for direction.

- You should isolate at home for minimum of 7 days since symptoms first appear.
- You must also have 3 days without fevers and improvement in respiratory symptoms

In the past 14 days, have you:

Had close contact with an individual diagnosed with COVID-19? Yes No

Travelled via airplane internationally or domestically? Yes No

If you answer “yes” to either of these questions, please do not go into work. Self-quarantine at home for 14 days.

Employee Signature _____

For questions, visit www.allegancounty.org/health. Contact the Allegan County Health Department at COVID-19@allegancounty.org or 269-686-4546.

Celsius

Fahrenheit

| | |
|----|-------|
| 33 | 91.4 |
| 34 | 93.2 |
| 35 | 95 |
| 36 | 96.8 |
| 37 | 98.6 |
| 38 | 100.4 |
| 39 | 102.2 |
| 40 | 104 |
| 41 | 105.8 |

Helpful Possible Training Resources:

[Election Helper Training Presentation Video](#) - NEW

[COVID-19 Pollworker Training Webinar](#) - NEW


[Voter Registration Application Video](#) - NEW

[Public Health Guidance for Elections and Polling Place Materials](#)


Hold down Control and click on link with mouse to activate

**MAINTAIN
SOCIAL
DISTANCE OF
6 FEET AT ALL
TIMES**

*ALL PERSONS
ENTERING THIS
FACILITY ARE
SUBJECT TO COVID-19
TEMPERATURE
SCREENING*

A decorative graphic consisting of overlapping blue shapes, including a solid blue triangle and a lighter blue triangle, creating a layered effect.

PLEASE WAIT BY
CONES FOR THE
NEXT SPACE TO
OPEN

A decorative graphic consisting of overlapping blue shapes, including a solid blue triangle and a lighter blue triangle, creating a layered effect.

PLEASE WAIT BY
CONES FOR THE
NEXT SPACE TO
OPEN

PLEASE WAIT ON THE
“X” FOR THE NEXT
SPACE OR STATION

PLEASE WAIT ON THE
“X” FOR THE NEXT
SPACE OR STATION