

Franchise COVID-19 Safety Protocols

Date: [Insert Date]

Dear [Franchise Owner's Name],

As we navigate the ongoing challenges presented by COVID-19, it is essential to ensure the health and safety of our employees, customers, and the community. Please find below the updated safety protocols that must be implemented at all franchise locations:

1. Employee Health Screenings

All employees must undergo health screenings before each shift, including temperature checks and symptom questionnaires.

2. Personal Protective Equipment (PPE)

Employees are required to wear masks and gloves at all times while on duty. Hand sanitizers should be readily available.

3. Social Distancing

Maintain a distance of at least six feet between employees and customers. Utilize signage to reinforce this guideline.

4. Enhanced Cleaning Procedures

All high-touch surfaces must be disinfected frequently throughout the day, including counters, restrooms, and equipment.

5. Customer Protocols

Encourage customers to wear masks and provide hand sanitizing stations at the entrance of the establishment.

6. Communication

Regularly communicate these protocols to all staff and customers to ensure compliance and safety awareness.

We appreciate your adherence to these protocols and your commitment to maintaining a safe environment. Together, we can help ensure the well-being of all.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Franchise Company Name]