

COVID-19 Preparedness Plan Guidance: Requirements for Passenger Transportation

2/12/2021

Executive Order (EO) 21-07 will go into effect Saturday, Feb. 13 at 12:00p.m. (noon) and is an amendment to EO 21-01 which does not have an end date. Passenger Transportation must continue to comply with the requirements set forth in EO 21-01. This guidance is not affected by amendments to EO 21-01 through EO 21-07.

For guidance related to distribution and delivery, refer to the [Stay Safe Guidance for Transportation, Distribution, and Delivery webpage \(https://staysafe.mn.gov/industry-guidance/transportation-distribution-delivery.jsp\)](https://staysafe.mn.gov/industry-guidance/transportation-distribution-delivery.jsp).

Frequently asked Questions about all Executive Orders may have additional clarifications about requirements and recommendations. See [Frequently Asked Questions about Stay Safe MN \(https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp\)](https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp) or [Stay Safe Guidance for Businesses and Organizations \(https://staysafe.mn.gov/industry-guidance/index.jsp\)](https://staysafe.mn.gov/industry-guidance/index.jsp).

Updates since Jan. 22, 2021 include clarifications around intended users of the guidance and risks associated with shared transportation during the COVID-19 pandemic.

Executive Order (EO) 21-01

The full Executive Order (EO) with all requirements can be found at [Executive Orders from Governor Walz \(https://mn.gov/governor/news/executiveorders.jsp\)](https://mn.gov/governor/news/executiveorders.jsp).

COVID-19 Preparedness Plan requirements under EO 21-01

For the duration of EO 21-01, passenger transportation must comply with the following requirements:

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Passenger transportation includes motor carrier of passengers and limousines, drivers-for-hire, rideshares, taxicabs, luxury automobiles for hire with driver, limousines for hire with driver, passenger van rental with driver, automobile rental with driver, and chartered transportation (e.g., charter bus services).

This guidance does not apply to employer-sponsored carpooling, or passenger transportation services provided by or hired by an employer for the purposes of transporting workers. Worker transportation and employer-sponsored carpooling must follow the guidance for shared transportation in the [COVID-19 Preparedness Plan Guidance: Requirements for all Businesses and Other Entities \(PDF\)](http://dli.mn.gov/sites/default/files/pdf/COVID_19_preparedness_plan_requirements_guidelines_businesses.pdf) (http://dli.mn.gov/sites/default/files/pdf/COVID_19_preparedness_plan_requirements_guidelines_businesses.pdf).

Persons who share transportation encounter an extraordinary risk of being confined into a small space with others for a duration of time that may lead to the spread of COVID-19 from a potentially infectious driver or passenger to all other occupants of the vehicle, particularly in smaller passenger vehicles or truck-cabs. To limit these risks, passenger transportation must follow the requirements of this guidance, in addition to the general guidance requirements for all businesses.

Your health and COVID-19

Any time individuals are gathering with other people, they are at risk of exposure to SARS-CoV-2, the virus that causes COVID-19. COVID-19 is spread through respiratory droplets produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. People with symptoms and without symptoms can spread the virus.

COVID-19 can lead to serious medical conditions and even death for people of all ages. We cannot predict who will become severely ill, although we know that older people and people with underlying health conditions are at higher risk. We do not yet know what the long-term effects of infection from COVID-19 are; even people with mild cases may experience long-term complications.

The best way to prevent illness is to avoid being exposed to this virus. The masking, physical distancing, and other safety precautions included in these requirements reduce the risk of spreading COVID-19, but do not eliminate the risk entirely. We can all take these actions to protect ourselves, our families, and others throughout our communities. This applies to people who have already been vaccinated, too.

- Stay home when sick.
- Stay at least 6 feet apart from other people.
- Wear face coverings in indoor businesses and public indoor spaces and outdoors when 6 feet of social distancing cannot be consistently maintained.
- Wash your hands often.

- Cover your mouth and nose when you cough or sneeze.

COVID-19 Preparedness Plans

As required by the Executive Orders (also referred to as “EOs”) issued by Governor Tim Walz under the Peacetime Emergency, all businesses, both critical or non-critical, and other entities identified in the EOs, are legally required to develop and implement COVID-19 Preparedness Plans (also referred to as “Plan” or “Plans”). Under the EOs, a “business” and “businesses” include entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, and state, county, and local governments. “Worker” and “workers” are broadly by defined by the EOS to include owners, proprietors, employees, contractors, vendors, volunteers, and interns.

For purposes of this Plan Guidance, “other entities” includes those entities identified in the EOs that are not covered by the definition of a “business” but are also required by an EO to develop and implement Plans. Other entities include places of public accommodation, establishments, institutions, facilities, venues, and organizers identified in the EOs. Plan Guidance is designed to protect workers, customers, and other members of the public from the transmission of the virus that causes COVID-19.

This Plan Guidance constitutes the “Plan Guidance” referred to in EO 21-01 and applies to all identified businesses and other entities. **Businesses and other entities must develop and implement COVID-19 Preparedness Plans that address the following:**

- The requirements of EO 21-01,
- The requirements included in the Requirements for All Businesses and Other Entities found at [Stay Safe Guidance for All Business Entities \(https://staysafe.mn.gov/industry-guidance/all-businesses.jsp\)](https://staysafe.mn.gov/industry-guidance/all-businesses.jsp), and
- The requirements included in this Plan Guidance that are applicable to their business or entity.

Unless clearly indicated that an action is recommended and included under “Recommendations,” **businesses and other entities should understand that the Plan Guidance imposes legally enforceable requirements.** In instances where a requirement uses language “to the extent possible,” the action is required, to the extent it is possible for the business or entity to implement the requirement.

Depending on the activities engaged in by a business or other entity, it may be required to comply with additional industry or activity specific Plan Guidance, such as Plan Guidance applicable to bars and restaurants, if the facility serves food and beverages or Plan Guidance applicable to businesses that provide personal services, if the facility has a hair salon.

Frequently Asked Questions have been posted to respond to questions about provisions of Executive Orders and Plan Guidance. The following is a link to current [Frequently Asked Questions about Stay Safe MN \(https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp\)](https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp)

Plan requirements for “recreational” or “entertainment” activities

- Businesses that provide recreational and amusement services or offer recreational or entertainment facilities, activities, events, attractions, or spectacles (e.g., hot tubs, dance poles, dance floors, DJs, food and beverage service) must follow the requirements set forth in the “Indoor Venues” guidance at [Stay Safe MN Guidance for Entertainment and Meeting Venues \(https://staysafe.mn.gov/industry-guidance/entertainment.jsp\)](https://staysafe.mn.gov/industry-guidance/entertainment.jsp), including requirements addressing occupant capacity, advanced reservations, social distancing, and face-covering requirements.
- Vehicles offering, conducting, or providing tours are engaged in providing recreational and amusement services, and are also required to follow the requirements of the “Indoor Venues” guidance found at [Stay Safe MN Guidance for Entertainment and Meeting Venues \(https://staysafe.mn.gov/industry-guidance/entertainment.jsp\)](https://staysafe.mn.gov/industry-guidance/entertainment.jsp).

Required Plan Sections

Follow the requirements included in the Universal Plan Guidance for COVID-19 Preparedness Plans found at [Stay Safe Guidance for All Business Entities \(https://staysafe.mn.gov/industry-guidance/all-businesses.jsp\)](https://staysafe.mn.gov/industry-guidance/all-businesses.jsp) and the requirements in the following sections of this document:

1. Use of face coverings
2. Social distancing
3. Ventilation
4. Cleaning and disinfecting

1. Use of face coverings

Requirements

- ✓ Require workers and passengers/customers to wear a face covering at all times while inside the vehicle. For more information for how to handle situations where workers or customers cannot wear a face covering due to a medical condition or disability, refer to information in [Frequently Asked Questions about the Requirements to Wear Face Coverings \(https://www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html\)](https://www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html).
- ✓ Passengers may not eat, drink, or smoke or vape while in the vehicle.

2. Social distancing

Requirements

- ✓ Screen each person prior to their entering the vehicle to ensure they are not potentially infectious. See the Minnesota Department of Health (MDH)’s [Visitor and Employee Health Screening Checklist \(PDF\) \(http://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf\)](http://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)
- ✓ Ensure passengers sit 6 feet from the driver when transporting them in larger vehicles (e.g., vans, buses).

- ✓ Ensure passengers use seating behind the driver; do not allow passengers to sit in the front seat next to the driver or linger near the driver.
- ✓ This guidance does not apply to employer-sponsored carpooling, or passenger transportation services provided by or hired by an employer for the purposes of transporting workers. Worker transportation and employer-sponsored carpooling must follow the requirements for shared transportation in the [COVID-19 Preparedness Plan Guidance: Requirements for all Businesses and Other Entities \(PDF\)](http://dli.mn.gov/sites/default/files/pdf/COVID_19_preparedness_plan_requirements_guidelines_businesses.pdf) (http://dli.mn.gov/sites/default/files/pdf/COVID_19_preparedness_plan_requirements_guidelines_businesses.pdf).

Recommendations

- Limit the number of people permitted in a vehicle at one time to allow for social distancing of at least 6 feet between all persons.
- Take additional measures to avoid close contact between workers and passengers.
- Maintain a distance of at least 6 feet between workers and passengers when outside the vehicle.
- Transport passengers in vehicles that maintain partitions between the driver and passenger.
- Have passengers handle their own personal bags and belongings during pick-up and drop-off, including while putting them in a trunk or other compartment.

3. Ventilation

Recommendations

- Increase outside air in the vehicle.
 - Avoid recirculating the air within the vehicle while transporting passengers.
 - Use the vehicle's ventilation system to exchange fresh air in from outside the vehicle.
 - Lower the vehicle's windows whenever possible.
 - Open roof hatches or emergency hatches to improve air circulation whenever possible

4. Cleaning and disinfecting

Requirements

- ✓ Identify areas, surfaces, and equipment to be cleaned and disinfected in the COVID-19 Preparedness Plan.
 - Establish a sanitation schedule to clean and disinfect work-vehicles, including between the use of each worker or work-crew, and before and after each use.
 - Clean and disinfect seating areas and high-touch surfaces (e.g., door frame/handles, arm rests, windows, seat covers, head rests, seat belts and buckles, steering wheel, gearshift, signaling

levers, visors, radio panels, instrument panels, temperature controls, air ducts) at the beginning of each shift and between passengers.

- Maintain cleaning and disinfectant agents, disposable wipes, and disposal trash bags inside vehicles.

