

COVID-19 Information, Resources, and Tips for Businesses, Organizations and Workers

Dikos Ndtsoo'7 N1h1t'47 ts'ladah Baa hane', Bich'8' Chi'ii doo'i[ii, d00 Ndtsoago Da'7n77sh gi Bik'ehg00 '\$' dool n7[, d00 H1 nidaalnish7g77 yik'eh g00 'lda' dool77[gi

ABOUT COVID-19

The novel coronavirus (COVID-19) is a new virus strain spreading from person-to-person. The virus originated in China but is currently spreading in the United States and other countries. Symptoms of COVID-19 include fever, cough, or trouble breathing. These symptoms may appear 2 to 14 days after being exposed to the virus. For more information on the virus visit the [CDC's website](#).

COVID-19 --Dikos ndtsooah7g77 N1h1t'47 ts'ladah t'11' 1niid7 h1[nii' b7la'ashdla'ii bidadil na'go. Bi'44' [ich7'ii - Chinadi h1[nii' d00' T0 y00n11n7j7 da bitah n7[nii' d00 k'ld k== nihi tah g00 yi[nih. **COVID-19** --Dikos nd tsal h7 N1h1t'47 ts'la dah hodil n44h go ha taho niigah, jidilkos d00 hayol bi'oh n1 dl44h [eh. Naaki d00 d99' ts'ladah yisk32 d33' hodool na' go k0j7t'4e[eh. B44sh {ich7'ii Nits4kes llyaah7g77 kw4'4 bii' d7dii'9[[CDC's website](#).

If you are experiencing symptoms of COVID-19, such as, fever, cough, or shortness of breath should call the NM Department of Health at (855) 600-3453 for guidance.

D77 COVID-19-- Dikos Ndtsoa'7 N1h1t'47 ts'ladah ldi[n47 y7 n7l n7igo, nitah hooneezgai go, d7lkos go, 7nda niyol bi'oh n1dl44h go da t'11' lko NM Department of Health j8' b44sh bee hod77lnih (855) 600-3453.

For all other non-health related inquiries call: 1-833-551-0518

Doo' 1n7 t'4 h4 g00 t'0 na'7d7[kid go' 47 koj8' b44sh bee hold77lnih: 1-833-551-0518 j8'

COVID-19 BUSINESS AND NON-PROFIT FINANCIAL ASSISTANCE

D77 COVID-19 -- Dikos Ndtsla'7 N1h1t'47 ts'ladah biniinaa Ndtsalgo
 Da'7n77sh d00 Naanish doo B4eso' ldoo n77[g00 Da'7n77shg00
 B4eso Bee Bik1' a' doo wo[7g77 H01=

Small Business Administration- Disaster Loan Assistance

Naanish Biylzh7 Bi[)Onishj7 -T'11 hosh ch'i' Nitsiho din7 d441
 gi B4eso Bee' 1k1'1' doo wo[

The Small Business Administration (SBA) is providing up to \$2 million in disaster assistance low-interest loans. This funding is now available to all New Mexico small businesses.

Apply online: <https://disasterloan.sba.gov>, call 1-800-659-2955 (TTY: 1-800-877-8339) or email disastercustomerservice@sba.gov

Naanish Biylzh7 Bi[Oonishj7 -**Small Business Administration (SBA)** k'ad naaki di d771 tsoh Ni tsi ho din7 d441 gi' b4eso ha'7'n77[gi' &n1 hi nii d4h4 h7g77 w0yah di si[kid go ha'doo'ni[. Yoot0oj7 k44ha t'7n7g77 Naanish Ylzh7 yi yo[wo[7g77 k'ad bich'8' 22' 1t'4. B44sh {ich7'ii Nits4kes !lyaah7g77 bii'j8' Ha'd7l44h: <https://disasterloan.sba.gov>, dooda go b44sh bee h0lne' 1-800-659-2955 (TTY: 1-800-877-8339) j8 da d00 b44sh [ich7'ii bee hane'7g77 bee disastercustomerservice@sba.gov.

State of New Mexico – Help for Businesses Negatively Impacted by COVID-19

Yoot0oj7 Ha hoodzoh7g77 -Dikos Ndtsla'7 N1h1t'47 ts'1a dah Binii
 naa' doo nida'anish g00 d00 naanish b7 dlh da'des k111 go b1
 B4eso bee b7k1'a' doo wo[7g77 h01=.

The State of New Mexico has a business-loan guarantee programs in order to make capital more available to business owners whose operations are severely impacted by the COVID-19 health emergency.

Yoot0oj7 Ha hoodzoh7g77 naanish d47 jeeh 7g77 b4eso bee b7k1'a' doo wo[7g77 b1 h01= d77 Dikos Ndtsa1'7g77 N1h1t'47 ts'ladah na[nih7g77 biniinaa Naanish gi doo nida'anish d00 [a' d1'da' desk1117g77 b7k1'1' doo wo[.

COVID-19 New Mexico Mainstreet

[Yoot0 Bi\[Ha hoodzoh7g77 Kin da naazh jaa' g00 lyis77 kin tahgi nida'iinih da ndt'44g00 hasht'4e daal ne' go h0\[dzil go na'iini' bi\[nin11 da hast'3 j0' 47 nida' ii ni' doo nida'anish d00 t'0 da da' dees kaal go d77 Dikos Ndtsla'7 N1h1 t'47 ts'1adah biniinaa.](#)

Resources, opportunities, and response examples to help Main Street districts during the health crisis.

Bich'8' chi' ii doo'i[ii h0l=, T'11 dool4'4 bee' ada hazt'i', d00 koj8' Mainstreet bi[nahaz32 g00 b7k1'1' doo wo[gi d77 Dikos Ndtsaa Na[nih bii' na'al deeh gi.

[Emergency Action Fund for Non-Profits](#)

[Naanish d00 b4eso bee' 1dool n77\[ii d0' nitsi hodin7d441 gi B4eso bee b7k1'1' doo wo\[7g77 h0l=](#)

Albuquerque Community Foundation and United Way of Central New Mexico have teamed up to deploy an Emergency Action Fund to support nonprofit organizations struggling with lost and non-recoverable revenue expenses due to COVID-19.

Albuquerque Community Foundation d00 United Way of Central New Mexico daol y4ego a[d0' Emergency Action Fund-B4eso [a' nidi n7'3 47 Naanish doo b4eso bee' 11 7n7g77 bee b7k1'1' doo wo[biniy4 h11'7sh99 bi[an1 hwii t'44h d00 b4eso da bi'oh g00 da Dikos Ndtsla'7 N1h1 t'47 ts'1adah binii naa' 1n7 dahwiit'44h biniinaa.

[Washington Federal Interest Free Credit Lines](#)

[Washington Federal d0' @2h naa jil 7h n1 hi nii d4h7g77 ldingo nihi ch'8' 22'1t'4](#)

Washington Federal is offering small business lines of credit of up to \$200,000 interest free for 90 days.

Washington Federal 47 Naakidi n4ezn1 diin di dim771 y1zh7 7hn1 hi nii d4h4 b22h 1din go nihi ch'8' 22' 1t'4 n1h1t'4 diin yiskla j8'.

[Facebook Small Business Grant Program](#)

[Facebook Naanish Biylzh7 Yilwo\[j7 d0' b4eso b1 h0l=](#)

Facebook is offering \$100M in cash grants and ad credits for up to 30,000 eligible small businesses in over 30 countries where they operate. Use link to sign up for updates as more details are released.

Facebook d0' T'11[1 h1 di dim771 tsoh y7'o[k2[d00' 22h naa jil d0' nihi ch'8' 22'1t'4 t1 diin di dim771 ylzh7 bi[h0 n7' 32 g00 t1 diin di m771 ylzh7 naanish bich'8' 22'1t'4. B44sh [ich7'ii Nits4kes llyah7g77 bii' d7 d0h ii[. D7 doh i[gi t'1h bi'7l n77h doo.

[Non-Profit Organizations Supporting Businesses and Residents Impacted by COVID-19](#)

Naanish doo b4eso bee' 1l 7n7g77 Naanish d00 T'11' da hoghan gi bee b7k1'1' doo wo[7g77 yaa yidlee' d77 Dikos Ndtsla'7 N1h1 t'47 ts'ladah na[nih7g77 biniinaa ni[1n1 h00t'i' go .

[NM Association of Grantmakers](#)

[Yot0 B4eso bee h1k1'a' doo wo\[gi y44 da'ah0t'3' 7g77 d0' b4eso h0l=](#)

Philanthropy's Response for COVID-19

{a' naaz9 da'at'7n7g77 b4eso yeeh h1k1'1 dool wo[7g77 Dikos Ndtsla'7 bee' 1n1 hwiit'4h7g77 b22h

COVID-19 TAX DEADLINE EXTENSION, UTILITY PAYMENT RELIEF, AND OTHER SUPPORT

Dikos Ndtsla'7 N1h1t'47 ts'ladah bee' 1n1 hwiit'4h7g77 b22h 7h n111 t'2'7 b1 h11 da'dilne'7 N11s dest'3, hoghan bida diit'i' bik'4'ezllagi da doo'azlla da ndi bee n1'a h00t'i j0 doo da sh99 nanilnish da, d00 koj8 [ah g00 bee nahojos ba'.

[IRS Extends Tax Deadline](#)

[W11shin doon d0' 7h n10 t3' 7 b1 h11 da' dil n4' 7g77 naas yidez3](#)

The 2020 tax deadline has been extended to July 15, 2020

Naaki di m771 y!zh7 d00 bi'aan naadiin yihah7g77]l47 Ya'ish j11shtsoh ashdlats'ladah j8' bee'e'e' aah doo.

[NM Tax and Revenue Department Extends Tax Deadline](#)

[Yoot0 d00 W11shin doon d0' 7h n10 t3' 7 b1 h11 da' dil n4' 7g77 naas yidez3](#)

The 2020 tax deadline has been extended to July 15, 2020

Yoot0 Ha hoodzoh d00 W11shindoon &h n10 t3'7 Ya'iishj1shtsoh ashdlal' ts'ladah naakidi m771 y1zh7 d00 bi'aan naadiin yihah j8' bee'e'e'aah doo.

[NM Gas Company - Suspends Penalties for Late or Missed Payments](#)

[NM Gas Company a\[d0' azllagi bee' ak44' jidini dle' b7n1hinii d4'4'7g77 doo n1 yiillah da doo](#)

The NM Gas Company has suspended disconnections for non-payment through April 6, 2020.

NM Gas Company d0' bik'4 ni'd77144hgi bi'oh s7n7199' go]147 T'33chil hast33h g00 yo[k1[j8' 2020 n1h1z32 doo.

[PNM - Utility Bill Assistance](#)

[PNM d0' hoghan bi da'diit'i'7g77 d77 bee h1k1'a' ayeed doo](#)

PNM has suspended electric service disconnections for nonpayment for residential and business customers, until further notice. Late fees will be waived for residential and business customers, effective immediately, until further notice.

PNM doo' atsinil t['ish doo ha ts'33' a n7 doo gis da doo azllagi bi'oh jiz 199' go t'11 da hogha g00 d00 Naanish bi[nahaz32 g00 d0' baa n1h00ne' go' lan da. K'ad 47 azllagi b7n1hinii d4'7g77 doo n1h1 dl11h da doo bee nihi[n1 h00ne' go' 7nda.

[Water Utility Authority - Payment Assistance](#)

[T0 yik'ih da d44z9'7g77 d0' t0 bee bich'8' aso\[1h 7g77 yee'iil yeed doo](#)

The Water Utility Authority has suspended disconnections for non-payment will be until further notice.

T0 yik'ih da d44z9'7g77 d0' 47 kod00 doo t0 nihi ts'33' a n7 doo gis da baa n1h00ne' go 7nda.

[Comcast Internet Essentials](#)

[Comcast B44sh \[ich7'ii Nits4kes !lyaah7g77 k0t'10 nihi ghan di b44sh \[ich7'ii chii yi no\[7n7g77 yeeh nihi k1'iil yeed doo](#)

Comcast is taking immediate steps to help connect low-income families to the Internet at home. Internet Essentials customers will receive two free months of Internet service, which is available to all qualified low-income households.

K'ad da nih7 ghan g00 doo Na[nish d66' 13'7 b4eso nihi ch'8' s7l1ag00' 47 Internet Essential yi[n7 gi naaki n7deezid go t'11 j77 k'eh cho[98 doo n7; t'11' 1t'4 doo Naanish d66' b4eso 13'7 0[7n7g77 bee nih1' a h00t'i'.

[FREE XFINITY WI-FI](#)

[XFINITY Wi-Fi woly4h7g77 nihi ch'8' t'11 j77 k'eh doo](#)

Xfinity WiFi hotspots across the country are available to anyone who needs them for free, including non-Xfinity Internet subscribers. Once at a hotspot, you can select the “xfinitywifi” network name.

XFINITY Wi-Fi hotspot-woly4h7g77 haash99 da hoot'4h7g00 da nidaade[, 1k00 sh99 [a' t'11 j77 k'eh chii no[98 doo t'0 b7zhi' bi[n7 t'I' 7g77 t'47' b44 h0zingo chii do[i[.

COVID-19 UNEMPLOYMENT INFORMATION

Dikos Ndtsla'7 N1h1t'47 ts'1adah bee' 1n1 hwiit'4h7g77 b22h doo nijil nish gi -Unemployment baa hane' doo

[NM Department of Workforce Solutions - Information for Workers Affected by COVID-19](#)

[Yooto Department of Workforce Bee' 1' dool n7\[gi -Dikos Ndtsla'7 N1h1 Ts'47 ts'1adah biniinaa naanish bee nihich'8' 1 n1 hwii t'44h sil99 go](#)

In light of the Public Health Emergency, certain workers may be eligible for unemployment Insurance (UI) benefits. Visit the link above for more information on unemployment or call 1-877-664-6984.

D77 na[nih 7g77 bee' 1n1 h00t'I' sil99' 7g77 b22h sh99' [a' nisooz9 Doo na'anish g00 b4eso bee' 1k1'an1' 1 wo' 7g77 bee na' a h00t'i'. B44sh [ich7'ii Nits4 kes 1l yaah 7g77 bii' d7 d77' 9[Unemployment gi d00 b44sh da bee hod77lnih 1-877-664-6984 j8'.

[US Department of Labor](#)

US Department of Labor Bi[da' 7n77sh j7

The U.S. Department of Labor has resources to help workers and employers prepare for the COVID-19

Dikos Ndtsla'7 N1h1t'47 ts'1adah bee' 1n1 hwiit'4h7g77 b22h US Department of Labor da naanishgi '1k1'a' ayeed haz32 gi h0l=.

COVID-19 EMPLOYMENT OPPORTUNITIES

Dikos Ndtsla'7 N1h1t'47 ts'1adah bee' 1n1 hwiit'4h7g77 b22h naanish t'11' a[tah ldaa t'4 [ah g00 doo nda' a nish da [ah g00' 477 naanish 22'1daat'4

[Workforce Connections](#)

[Workforce – Ni da dool nishii bi\[Haz32 j7](#)

For more information on employment opportunities visit link above.

[Smith's is Hiring](#)

[Smith's Naanish bi\[Haz32 di Naal nishii B1' 22' 1t'4](#)

Smith's Food & Drug Stores announced that it will be hiring additional workers immediately in order to deal with increased demand due to COVID-19. Workers will be helping to restock shelves as well as deep cleaning.

Smith's Ch'iy11n doo' Azee' Da' 7n77sh Bi[haz2n7j7 nidaalnish 7g77 [a' 1 n11 n1' n77[doo t'11' tsx88[go Dikos Ndtsal'7 N1h1s t'47 ts'1adah bee' 1n1 hwiit'4h7g77 biniinaa naalnish b7d6 h0 y44' k'ad. T'11 dool4'4 n7 dei t['in d00 t11 da ha gis7g77 ni dzin.

[Sprout's is Hiring](#)

[Sprout's Naanish bi\[Haz32 di Naal nishii B1' 22' 1t'4](#)

Sprouts Farmers Market announced that it will be hiring additional workers immediately in order to deal with increased demand due to COVID-19. Sprouts is hiring more than 140 positions, everything from hourly part-time roles to management. [Apply online](#) or by phone at 480-800-8056.

Sprout's Ch'iy11n B1 Hoghan 1[d0' naal nishii nii dzin daan7 Dikos Ndtsal'7 N1h1s t'47 ts'1adah bee' 1n1 hwiit'4h7g77 binii naa naal nish tas'7d1 t'1111 hidi neezn1 diin d00 bi'aan d7zdiin b0hwii' n1 go niidzin Naat'lanii da b7d6 h0 y44'. B44sh {ich7'ii Nits4kes !lyaa h7g77 bii'j8 naaltsos nid7[tsos, d00 b44sh bee hod77lnih 480-800-8056 j8'.

COVID-19 SUPPORT FOR ARTISTS AND FILMMAKERS

Dikos Ndtsal'7 N1h1 t'47 ts'1adah biniinaa Nida'a ch'22h d00 Naalkid7 ldei[7n7g77 koji8' chi'ii d77[i[. T'11' Bilaglanaa k'eh j7 Bizhi' a[k44' sinil kw4'4

[New Mexican Musician Relief Fund](#)

[Freelance Artist Resources](#)

[NEA List of Resources for Artists and Arts Organizations](#)

[National Performance Network Resources](#)

[Springboard for the Arts](#)

[Creative Capital](#)

[Cultural Source](#)

[New York Foundation for the Arts Resources](#)

[Americans for the Arts Disaster Preparedness for Coronavirus](#)

[Craft Emergency Relief Fund Response](#)

[Community Care in the Time of Coronavirus](#)

[Artwork Archive](#)

[Netflix Creates \\$100M Coronavirus Relief Fund](#)

COVID-19 and Tourism

Dikos Ndts1a'7 N1h1 t'47 ts'ladah biniinaa Ch'aah Na'ad1 Naanish Bi[Haz3 n7g77 koj8' chi'77d7[i[. T'11' Bilag1anaa k'ehj7 bizhi' a[kee' sinil kw4'4.

[NM Tourism Department](#)

[Visit Albuquerque](#)

[Virtual Albuquerque](#)

COVID-19 RESOURCES TO TAKE YOUR BUSINESS DIGITAL

Dikos Ndts1a'7 N1h1 t'47 ts'ladah biniinaa [ah d99 b44sh [ich7' ii ni naanish bee ha d7144h.

[Course to Take and Expand Your Business Online](#)

Ni Naanish a[22n11 hid7[di[gi da baa n11' 77n7[ta' b44sh [ich7'ii Nits4kes 1lyaa h7g77 chi n7[88 go

The University of New Mexico's Innovation Academy and STC.UNM are offering a special course to help New Mexico businesses get online. Class is online April 6th - May 15th

University of New Mexico Innovation Academy d00 STC.UNM j7')lta' 7g77 k'ad Naanish Bi'oonish j7 baa' 77dol ta' h7g77 nih1' 22' 1daa t'4 T'33 chi[hast33h yo[k1[d00 T'33tsoh ashdla' ts'ladah j8' .

[Marketing Your Business During COVID-19](#)

Dikos Ndts1a'7 N1h1 t'47 ts'1adah bee' 1n1 hwiit'e4h go hai t'4ego Naanish biji yo[wol7g77 b7' jo[k3[[eh.

COVID-19 Mainstreet America Resources

Dikos Ndts1a'7 N1h1 t'47 ts'1adah bee' 1n1 hwiit'e4h go Mainstreet koj8' chi' ii do[i[

Food Delivery:

Ch'iy11n j0 keed7g77 t'0 ha tah kah go

DoorDash

T'0 d11 d71 ka[j8' ch'iy 11n haa da ha kah go

Uber Eats

Ch'iy11n j0 keed 7g77 t'0 chid7 bee haha kah go

COVID-19 #SUPPORTLOCALABQ

Dikos Ndts1a'7 N1h1 t'47 ts'1adah bee' 1n1 hwiit'e4h go SUPPORTLOCALABQ T'11 bik44' sooz9

It is important that we continue to support local businesses while practicing social distancing. Residents can #SupportLocalABQ by purchasing gift cards, ordering takeout or delivery, and buying local online and offline. For a directory of businesses and individuals operating during COVID-19, or to list your business, visit <http://iheartabq.com>.

Azh3h99h Dikos Ndts1a'7 N1h1 t'47 ts'1adah bee' 1n1 hwiit'e4h go ndi d00 t'11 daz1adi a[hi[nao[deeh ha'n7i ndi k00 nihitah g00 binaanish dayiy44[y44d7g77 t'ah b7k1'1nei jaah go y1'1t'44h, Ald66' noh[7n7g77 naaltsos nit['7z7 -gift cards da nida ho[nih d00 ch'iy11n t'0 ch'7 da hohkaah, t'0 da ni haa da ha kaah go, Naanish da y7 y44[yeed7g77 bik44' sooz9 Dikos Ndts1a'7 N1h1 t'47 ts'1adah bee' 1n1 hwiit'e4h ndi. D77 d0' chii yi no[9: <http://iheartabq.com>.

Take on our #SupportLocalABQ Challenge on social media. Follow us at @CABQEconDev on [Instagram](#), [Twitter](#), or [Facebook](#) for details.

D77 d0' [a' Bee' 4n1 da h0zin #SupportLocal ABQ, @CABQEcondev
47 [Instgram](#), [Twitter](#), d00 [Facebook](#) biyi' d7 d77'88[.

COVID-19 TIPS FOR BUSINESSES AND ORGANIZATIONS

Dikos Ndts1a'7 N1h1 t'47 ts'ladah bee' 1n1 hwiit'e4h ndi Naanish
Da ndtsaago Bi[Nahaz1 n7g77

Develop Business Continuity/Contingency Plan

Nee' nij8' naa nish bi dziil go yi gh11[doogi d00 t'11doo
hooy1n7 naanish d7 n00t['ah gi d0' ts'9[go bik'eh go' 1'dool
n77[ii had4t'4e doo.

1. Evaluate Expenses and Borrowing Capabilities

B4eso Nanidehii d00 B4eso 'a' doo'ni[gi n7n7[9

- a. Contact your financial institutions to understand current lending capabilities and make any necessary arrangements.

B4eso 2'3 s7n7lnilj8 h0lne' go b4eso 'ada'77' n7[7g7
hazh0'0 baa'1ko d7niizi[d00 b1 hash t'e' 1d7ln44h.

- b. Take inventory and understand your current monthly expenses. Consider prioritizing payments based on size, due date, and disaster assistance related support offerings.

N1h7 diz7id j8' dikw77j8' nin1' 7 dl44h7g77' a[h77
dzoh. !da n4el t'e', hahgo' n7n1'7dl44hgi d00 bee
n7k1' a' doo wo[gi da bee' a[k44' nin7n77[az11a bi[
haz32gi.

2. Double Check Your Insurance Coverage

B4eso !ch'33h nidaa' nil7g77' Hazh0'0 N1n7[9 d00
B7na'7d7[kid

- a. You may have business interruption insurance coverage. Contact your insurance agent to review your policy and understand what you are covered for.

Naanish yigha[gi hait'4ego da nii t['ahgo b4eso bich'33h sinil doo h7g77 da h0l=- '1t'4. D77 biniinaa B4eso 1ch'33h s7n7[nilj8 y1 nidaal nish7g77 bich'8' ha nidzih go h1lg00sh99 b4eso nich'33h sinil7g77 h0l=- gi ni[b44 hodoo zi[.

3 Anticipate Inventory and Supply Chain Disruptions

T'11 dool4'4 nah ninl g44hgi d7 n00 t['ah gi n47 y7 n7 l7

- b. Who are your key partners, suppliers, and contractors? Contact them to anticipate any delays or shortages.

Hai' 47' 1yis77 l h3n7 go' bi[nida nil nish, Baa na'7y7[niih, d00 'a[gha' dee t'32go n1 ni n1 daal nish7g77. . Bi[l[hi[da h0lne'; da' [ah g00sh naanish d7 n00 t['ah d00 n1l1 y4h77sh da bi'oh ho dool 44[.Naa nish b7y7[wo[7g77' daats'7 [ahgo y4ego d7 n00t['ah go ni[b44 h0zin?

- 4 What raw materials does your business need to function? Ensure you have adequate supplies of inventory for a sustained period of 30 days.

T1diin j98 j8' daats'7 naa naha niih7g77 t'11' da b77ghah

- a. Diversify distributor sources.

T'11 d8kw77 da go baa na'7 y7[niih go daats'7 n1 ya'1't'44h.

5 Avoid Scams

D77 bee' ih ni' doo dloh go'1t'4 baa'1ko n7n7zin

- a. Verify the legitimacy of emails, phone messages, text messages, bills, etc.

b44sh [ich7'ii tsx7[go bee hane' 1l 7 n7g77, b44sh
bee hane'4 bee saad nlniit'10, saad naat'a'7 nich'8'
llyaa go, d00 azllagi da d00 koj8'...

6 Review Employment Policies and Procedures

Naanish Haz 1a di Bee Na haz 1a nii Bee d00 Bik'ehgo
Da'7 n77sh 7g77 Nlnil9

- a. Review, update, and communicate your employment leave policies and procedures. Implement flexible workplace and leave policies.

N1 n4l 98go, N7 daa k'3s go, d00 h1 ni daal nishii
ba' di doo t'1[gi bee na ha z3nii d00 bik'ehgo
doo h7g7 bee bi[n1 h1ne'go.

- b. Do not require a healthcare provider's note for employees who are sick to validate their illness or to return to work, as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.

H1 ni daal nishii bi tah ho niigai go `47 azee' 2h 1l
89 d66' naaltsos bee' 44 h0zin7g77 doo j0keed da doo;
h1111 azee' 2h 1 d47[7n7g77 y4ego bi ni daanish da
h010 n7g77 biniinaa.

- c. Anticipate absenteeism. How can you back fill positions if employees are absent? Cross-train employees to carry out essential functions.

H1 ni daal nish 7g77 [a' naaz9 doo ne he k11h da doo.
H1 ni daal nish 7g77 [a' naaz9 bini daa nish 7g77
b7k4 k'eh ni n11 dool nishii t'aa' 1 din doo go haa
ji l44h doo? D7kw77 da naa nish 7g77 bi[b44 h0zin
go nii zh d7 n00 tx8[lko doo nani t['ah g00 h1 da' 7
n77sh doo.

- d. Unemployment will create an economic hardship. Consider alternative ways to keep employees employed, such as temporary reduced pay or permit flexible work hours like staggered shifts.

D00 ni da'anish g00 sh99 ni daal nish 7g77 d0' bi
b4eso bee bich'8' 1 n7 da hw77 t'44h doole[. D77

b22h t'33 haa da yid t'4ego h1 n1 daal nish 7g77 b7
ni' t'11 ni daal nish go' 00l zin go b1 y1'1t'44h
doo; t'11 d7 kw77' a[h44' 7l kid go nidaalnish go da
ndi t'11' a[ch'8' d7 go da bich'8' sillago' llyaa
go' a[h44 da hal n77sh go.

e. Update all employee contact information and share with your team.

H1 ni daal nish 7g77 bee' 44 da h0zinii n7 das k';33z
go 1 daal yaa go.

7 Marketing and Communication

Haa na ha nii hii &7sh j11n 0lzin

a. Minimize impact on your customers and business partners.

T'11 doo t'00' 1ha y00ij8' naa na' i[nih7g77 d00 bi[
ni da nil nish7g77 ndaaz go' 1n1 hwii t'44hgo b1'
77n7sin7.

b. Communicate with your customers about the status of your operations.

Naa na' i[nih7g77 t'11' ni naa nish yigh1[7g7 bee bi[
ch'7h n1 h0'11h.

c. Offer creative and incentivizing reasons for customers to patronize your business.

B0 ho nee dl98 go d00 d7l zingo ho naal ye' b7' joo[
k33[go haa na' ii nih doo.

d. Consider converting portions of your business to digital. Use ecommerce, promote tap and pay or digital payment methods, use delivery services, use booking and scheduling to stagger customer flow, offer discounts on shipping etc.

Ho naa nish bi ji yo[wol 7g77 [ahj8' b44sh [ich7' ii
yeeh na ha' n1ago yil w0[go' 1zh doo lii[; b44sh
[ich7'ii choo'98 go 'a[haa ni'jiil niihgo, bee' bik'4
ni'j7l4h7g77 bi numbo t'0' b44sh [ich7' biih h4dzoh
go, t'0' h22h ni doo g44[go' 1j7[98h go, d00 haa
na' i[nih 7g77 naaltsos bii'j8' b1 da' jii dzoh go

doo t'11[1h7 j8' t'00' ahayoi haa' 1 [ah n1' a dleeh da, d00 t'11 dool4'4 haa naha niih 7g77 t'0 na yis nii'7g77 bich'8' doo g44[go' t'11' a[ch'99 d7go b33h7 198 go' 00lzin doo.

8. Maintain Facility Cleanliness

H0 naa nish Bi ji yo[wo[7g77 doo B22h chin g00' yil wo[Doo

- e. Reduce spread of the disease among staff. Encourage hand hygiene at the entrance of your business or workplace by placing hand sanitizer containing at least 60% alcohol in a visible location

Naal niih hatah do[nih 7g77 y4ego baa'1h0jil y1a doo. D11 d7l ka[gi 1l1 bee t1n1 gis7 azee bi[1lyaa h7g77 s8'32 go' 1zh dool77[t'11 b44 h0 z7n7 go da naaz nil doo.

- f. Keep a supply of tissue, wipes, soap, and hand-sanitizer containing at least 60% alcohol in a visible location and routinely refill.

N4' 4sh txii[bee daal d4h7, azee' bi[ldaal yaa go y7l1 bee t11 da gis7 d00 t1l1 w0sh da b44 da h0z7n7 go da naaz nil go' 1j0sin doo

- g. Clean and disinfect frequently touched surfaces and objects.

T'11 dool 4'4 da bik11' g00 y4ego chi dao' 7n7 g00 d00 y4ego b7da' di niih g00 t'11' ah33h n7 daa t'o' doo

- h. Check your maintenance contracts and supplies to ensure they meet the increased demand for cleanliness

Ho naa nish bi[haz3 bii' g0ne'4sh ts'7d1 h1 w0ne'4 hash t'eh da h0sin 7g77 bee' a[gha' d44t'1n7g7'

1t'10 daats'7 b44' lho doo n77[ii h0l= d00 k'ed y4ego
be' 0lzin.

8 Prepare for Social Distancing and Leverage Technology

T'11 hata' da n7zaad go na'al deeh bee' oonish7g77 d00 Ni
naanish Bi y77[wo[7g77 t'11' bidzil go yil wo[doo gi
b1 hash t'e d7' n44h

- a. Opt for video or phone conferencing instead of in-person meetings. Check out these resources:

Naalkid7 d00 B44sh Halne'4 da bee' 1[h7n1'iil
dah7g77 chii n7[9 t'11doo t'11 ni a[ah da' aleeh di
nani n1h1. D77 k00 dasdzoh7g77 t'11 j77 k'eh bee ni
da'a nish go 1t'4:

T'11 Bilaglanaa Bizaad j7 b7ni' dasdzoh.

- i. [Free Conference Call/Video Service](#)
- ii. [Zoom: Free Video Conference Service](#)
- iii. [Google Hangouts Meet](#)
- iv. [Microsoft Teams](#)

- b. See our list to best practices for Teleconferencing and Video Conferencing at [Economic Development Department](#)

[Economic Development Department](#) gi bee da'7n7sh7g77 [a'
n11 dasdzoh 48' d0' n11 d7 ni[88[.

- c. Determine which employees are essential or non-essential for your business or organization to operate. How can you accomplish critical tasks? Consider allowing telecommuting where possible.

Hai sh99' agh1a goo ni naa nish y4ego yii' da hoo'98
go 47' al32j8' na ni nil7g77 d00 naa nish
ldoo n7[igi d77 sh99' b44sh [ich7'ii choo'98go
naanish nee'ni'j8' k0y0sin doo.

- d. Ensure you have the technology and infrastructure needed to support employees working from home.

!ad00 [a' sh99' nlnidaalnish7g77 t'11 bighan d66'
nidaal nish doo kwii d0' b44sh [ich7'ii chii doo'
88[.

9 Encourage and Practice Good Health and Hygiene

T'11' 1yis77 ldaa'1h1 y3 bee' 77ghah sooz9 d00 ldaa'1h1
y32 gi [ah d00 bee na'noh txin

- a. Avoid all non-essential out-of-state travel.

T'11doo biniy4h4 ch'aa' ood11[47 dooda.

- b. Take precautionary steps to stay healthy, such as:

!daa' 1h0[y3 naa[niih bits'33h:

- c. Washing your hands often with soap and water, for at least 20 seconds. If soap and water are not available, use a hand sanitizer containing at least 60% alcohol.

N7la' t'11' ah33h t'11 wosh d00 t0 bee t1 n7n1 n7gis
d00 y711 bee t11 daa gis7 azee bi[a[tah ldaal yaah
7g77 da choo n7[9.

- i. Clean and disinfect frequently touched surfaces and objects.

T'11 dool 4'4 da bik11' g00 y4ego chi dao' 7n7
g00 d00 y4ego b7da' di niih g00 t'11' ah33h n7
daa t'o' doo

- ii. Actively encourage sick employees to stay home.

N1 ni daal nish 7g77 bitah da ho nii g11 go t'11
hoghan di s7n7d1 da bi doh n7.

- iii. Help encourage positive mental health with these [tips from the CDC](#).

Na[nih Naal kah d00 Bi' oonish d00 (CDC) d66'
y7n7 n11 zh==[j8 saad bee ha' doo dzih 7g77
kw4'4 dasdzo [tips from the CDC](#) bik11' doo

- d. Call the Department of Health at 1.855.600.3453 if you are exhibiting any of the symptoms of COVID-19. Those symptoms include fever, cough, or trouble breathing. These symptoms may appear 2 to 14 days after being exposed to the virus.

NM Department of Health j8' hod77lnih 1.855.600.3453 d77
COVID-19 Dikos Ndtsaa'7 nihei n7t'88 go nitah nahonigai
sil99'go, d7lkoogo, d00 niyol bi'oh n1dleehgo da. D77
k0j7 t'4h7g77' 47 naaki d00 d99'ts'1ada y7s k1n7 d33'
na[nih ho dool nahgo k0j7t'4edoo.

10 Communicate Clear and Accurate Information and Stay Informed

Ts'7d1 Hazh0'0 A[hi[da Ho[ne' Yoo Ch'77d b22h Adin go
!ko Hazh0'0 Baa'1 ho noh sin

- a. Establish a communication protocol. Keep your workforce and customers informed.

&&sh j11n 00lzingi &shj1n7 go baa ha ne' doo. T'11'
a[tso n1 n111 nish7g77 d00 naa na' i[nih7g77 t'11'
1t'4 bi[77sh j11n 77nisiin.

- b. For official information and updates on COVID-19 use the following resources:

COVID-19 Dikos Ndtsaa'7 n7 n11n1[niih Baa hane' 7g77
kw4'4' 44 h0zin:

T'11 Bilaglanaa bizaad K'ehj7 dasdzo lko B44 h0zin.

- i. [World Health Organization](#)
- ii. [Center for Disease Control and Prevention](#)
- iii. [Governor Michelle Lujan Gresham News](#)

- iv. [New Mexico Department of Health](#)
- v. [City of Albuquerque](#)
- vi. [Mayor Tim Keller News](#)

COVID-19 GUIDANCE FOR RESTAURANTS

Da'ad3 bi[Nahaz32 g00 Dikos Ndtsaa'77 Na[niih Biniinaa Hazh
t'e ji Di' n44h doo

Any employee experiencing symptoms of COVID-19, such as, fever, cough, or shortness of breath should call the NM Department of Health at (855) 600-3453 for guidance.

Naal nish 7g77 [a' siz9 COVID-19 bi dool na' go 77sh j11n bitah
ho d7 n00 gah, dilkos doo, d00 biyol bi'oh nldleeh doo 47 NM
Department of Health yich'8' ho dool nih (855) 600-3453 k0t'4 bi' di
doo' nii[.

Per the 2009 FDA Food Code, employees must be restricted from working in any food service establishment if they have a sore throat and fever.

Naaki di dim771 d00 bi'aan n1h1t'47 Ch'iy11n Bi Bee Hazlanii 47'
1n7 t'11' h17 da Da'ld23 gi naal nish go bitah ho neezgai go da
dooda go bdl'yi' honeezgai go' 47 doo Da' ld32gi naal nish do
doo.

In addition, the City of Albuquerque Consumer Health Protection Division recommends restaurants take the following steps:

D77 d0' B4'e1 d771 Dasinil gi Kin shi jaa'7g77 Bee haz32 nii
Consumer Health Protection Bi[Haz32 d00 Da'a d32 g00 K0t'4ego bee
haz32 nii bik'eh g00' oonish doo n7:

- **Provide** food to-go or home delivery

Ch'iy11n t'0 ch'e h4 kah doo dooda go da bighan j8' bich'8
da hi di kaah doo

- **Use single service items** such as silverware, condiments, etc. for take-out orders.

Bee da'a d1n7 t'0 t'11[1 h1 di choo'7 n7g77 choo'89 doo
ch'iy11n ch'4h4 kah7g77 ndi.

- **Limit individuals in establishments** picking up or placing food orders to no more than 10 people, including staff.

Da'1 d3 bi[nahaz32 g00 t'11 neezn1a go d77 1k0n ni daal nish7g77 d00 yah 77 y1h7g77 bi[w0lta' go h0ne'4 h0l=- doo

- **Provide online or telephone order and payment options** to limit cash handling and in person ordering of food. Promote tap and pay or payment transfer methods like [Venmo](#).

Ch'iy11n b44sh bee hane'4 d00 b44sh [ich7'ii nits4 kes 1lyaah7g77 da bee' y7d00 ki[7nda naaltsos nit['iz7 d00 d7kw77 sh99 B44sh [ich7'ii bee bik'4h ni'dool y4[7g77 bee ni' dooly4[.

- **Dedicate staff for in-person transactions.** This individual would not make or assist in foodservice operations.

Naalnish7 t'11'[1'7 go azl11gi binaanish 1y0sin go 1dooln7[. D77 b4eso nei ch'id7g77' 47 doo ch'iy11n nei ch'id da doo.

- **Gloves must be worn** by individuals preparing or handling ready to eat food. If gloves are worn for additional activities, such as cash handling, these individuals must wash their hands before putting a new pair on or after taking a pair off.

Llgish d0' choo'99d doo ch'iy11n nidei ch'id 7g77, [a' b4eso d00 ch'iy11n t'11' a[ah binaanish7g77' 47 1[ts4 b7la' t1 n7 n1 dei gis go' 7nda 1ljish [a' yiih n11 d7l n77h doo.

- **Retrain employees on proper handwashing** and encourage them to wash their hands more frequently, especially after making contact with items used by guests.

Y711 t1n1 gis gi d0' ni daalnish7 bee ni n11' da' d7 n00 tx88[, t'11' a[h33h nih7 la' t1n7 n1 dao gis bidi' n00h , nida'i[nih7g77 y7 des nii'7gi da hazh0'0 y711 t11 doo gis.

- **Increase the frequency of cleaning and sanitizing** all common areas in your facility. Pay special attention to frequently touched surfaces such as door handles, workstations, tables, chairs, menus, condiments, credit card machines, etc.

- T'11' 1y7s77 t'11' ah33h d00 y4ego n7 da ho t'o' t'11' a[tso y4ego chi daa' 7 n7g00 chin b22h d00 b7ni da'o[jo[d00 daoh t'ood. D11 d71 ka[bee'22' 1n1188h b22h g00, ch'7y11n bi nida' anish g00, bik11' 1d1n7 bik11' g00, bik'ih dah as d1h7 t'11' 1t'4, d00 daa d3 n7 dabi k1'7g77, d00 bi[da'1d1 n77—1sh99h 1t'47, d00 naaltsos bee' azl1 chi dao'7n7g00 d00 koj8'

- **Ensure the proper sanitizing concentration** are being used in all cleaning products. Make sure to follow all label guidelines or these products.

Bee T11' da hagnosis d00 azee' bi[da'a[tah go bee da ho d71 zh0n7g77 choo'9n7g77 bik'ehgo chi dao'98 doo.

- **Make sure sick employees stay home.** If an employee suspects they might have COVID-19, please have them contact the NM Department of Health at (855) 600-3453 for further instruction. Ensure that all staff understands your facility's sick leave policy.

Nih1 ni daal nish 7g77 bi tah honii gai go t'11 hoghan di sidla doo. Dikos Ndts1a'7 N1h1 t'47 ts'1adah na[nih shi dool na' n7zin go' 47 NM Department of Health j8' b44sh yee ho dool nih (855) 600- 3453 j8' D00 ni daal nish 7g77 hazh0'0 bi[b44 h0zin Adtah Ho Nii g11h gi Bee Haz32 nii.

- **Call 311** to report businesses in violation of the Governor's public health orders

Doo bee haz32nii be'el98 go' koj8' baa hodo[nih Yoot0 ha hoodzoh Naat'lanii --Governor bich'8' **311**

The New Mexico Department of Health is the lead agency for the statewide coronavirus response. Community members are encouraged to visit <https://cv.nmhealth.org> or call (833) 551-0518 for general questions.

The New Mexico Department of Health 47 a123j8' b0h01 n77hgo' b22h niily1 kwii Yoot0 Ndtsaago Hahoodzohgi d77 nalnih bi'oonishgi. !k== nihi tahg00 kwii b44sh [ichi'ii nits4kes 1lyaah7g77 nihich'8' 33'1t'4: <https://cv.nmhealth.org> dooda go na'7d0[kid go koj8' b44sh bee ho do[ni (833) 551-0518.

OTHER COVID-19 BUSINESS RESOURCES

Bich'8' chi' ii doo[8[7g77 Naanish Ndtsah j7 DEikos Ndtsla'7 N1h1t'47 ts'ladah Biniinaa. T'11' Bilaglanaa K'eh j7 da B7zhi' kwii shijaa'

[CDC-Interim Guidance for Businesses and Employers](#)

[OSHA- Guidance on Preparing Workplaces for COVID-19](#)

[Small Business Administration- Guidance for Businesses and Employers to Plan and Respond to COVID-19](#)

[State of New Mexico - COVID-19 Information and Resources for Businesses](#)

[NM SBDC- Disaster Preparedness, Response and Recovery Guide](#)

[RS21- COVID-19 Urban Health Vulnerability Index/Tool](#)

SMALL BUSINESS ECOSYSTEM PARTNERS

T'11' Bilaglanaa k'ehj7 b7zh8 kwii Naanish Y1zh7 A[hi[Ni daal nish7g77 Bik11'

[State of New Mexico Economic Development](#)

[Bernalillo County Economic Development](#)

[SBA](#)

[NMSBA](#)

[Department of Workforce Solutions](#)

[Workforce Connections](#)

[Job Training Albuquerque](#)

[CNM STEMulus Center](#)

[WESST](#)

[DreamSpring \(ACCION\)](#)

[The Loan Fund](#)

[NM Finance Authority](#)

[SBDC](#)

[NMSBDC](#)

[SCORE](#)

[New Mexico Department of Veteran's Services](#)

[NUSENDA Credit Union Co-Op Capital Program](#)

[Procurement Technical Assistance \(PTAC\)](#)

[International Trade Alliance](#)

[Albuquerque Economic Development Inc.](#)

[ABQ Hispano Chamber of Commerce](#)

[American Indian Chamber of Commerce](#)

[African American Greater Albuquerque Chamber of Commerce](#)

[Greater Albuquerque Chamber of Commerce](#)

[Forward Cities](#)

[City Alive](#)

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B44sh Bee hane' 4

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