



THE PURPOSE OF THIS GUIDANCE IS TO BUILD ON THE ALREADY ESTABLISHED BEST PRACTICES AND REQUIREMENTS AVAILABLE FROM THE CDC AND HEALTH DEPARTMENTS. These address specific health and safety concerns related to the spread of COVID-19 and to put those protocols into practice as state and local officials begin to open communities and businesses.

Employees in the Workplace

- Sick employees are prohibited in the workplace.
- Wellness check by Manager Every Shift, Every Day:
 - Symptom Check and Thermometer Check of Staff
 - Initial Hand wash
- Strict hand-washing practices. At least every 20 minutes and between cash handling, after handling dirty dishes or equipment or physical contact with another person.
- Avoid touching eyes, face, mouth, nose.
- Strong procedures and practices to clean and sanitize surfaces.
- All Team Members to wear masks at all times until further notice.

Dining Room Management & Guests

- Include instructions by front door on new procedures.
- Reduce capacity of the dining room based on proper social distancing guidelines.
- Single Use Menus. Discard menus sanitize pens. Do not use check presenters.
- Table turning sanitation between seatings. Nothing on tables in between seating guests.
- Provide silverware rolled in a napkin after guests have seated.
- Single-use cutlery kits, condiments upon request.
- Updated Service Staff Social Procedures to Touchless payment methods payments.
- Guests experiencing symptoms are not permitted in the restaurant (signage provided).
- Limit large dining groups to 10 Maximum.

Food & Drink Service

- All menus are paper disposable or customers can use the mobile menus from the website.
- Use single serve silverware only, single serve cups for all non-alcoholic beverages. For alcohol ask if the guest would like glassware or plastic. Use wrapped straws only.
- Only use packaged condiments for guests i.e. Ketchup, Cholula, Tabasco, Creamers OR put them in disposable napkins. Do not bring condiments to table. Once brought to the table discard them if not used.
- Upon delivering food, wear gloves at all times. .

For Cleaning and Sanitizing - Dedicate 1 Sanitizing Employee for Every Shift

- Sanitize and clean the facility. Focus on high-contact areas that would be touched by both employees and guests. Do not overlook seldom- touched surfaces. Follow sanitizing material guidance to ensure it's at effective sanitizing strength and to protect surfaces.
- Avoid all food contact surfaces when using disinfectants.
- Between seatings, clean and sanitize condiments containers (if used), chairs, digital ordering devices, check presenters, self-service areas, tabletops, and common touch areas. **Use Peroxide Multi-surface cleaner.**
- Every 30 Minutes Sanitize door handles, push plates, handrails, light switches, AC controls, faucets, toilets flushers, chairs, booths, POS, tabletops, bar tops, telephones.
- Every Hour clean and sanitize surfaces in the back-of- house.
- Check restrooms and clean and sanitize them based on frequency of use and/or every 30 minutes. Implement Restaurant Cleaning Time Sheet.
- Make hand sanitizer readily available to guests.

Social Distancing

- Unless you're with a group, all persons (Team Members and Guests) in the restaurant will be required to maintain a social distance of least six feet between another person or group.
- Guests waiting can wait outside or in their car.
- Practice TOGO procedures that we have been following.
- Discouraged guests gathering too close to other groups.
- Staff not to socialize and congregate with one another other than standard operating procedures.
- Limit large dining groups to 10 Maximum .