

San Diego County - COVID-19 Restaurant Operating Protocol

Facility Name:

HARD COPY CAFE

Facility Address:

1100 UNION STREET, SAN DIEGO, CA 92101

1. PROTECT EMPLOYEE HEALTH;

IMPLEMENT MEASURES TO ENSURE FOOD HANDLERS DO NOT WORK IF ILL AND ARE PROTECTED FROM BECOMING ILL IN THE WORKPLACE.

This facility uses the following methods to ensure protection of Employee Health in the workplace (all measures in this section are mandatory):

- All employees have been told not to come to work if ill.
- Employees receive a thermal or temperature scan prior to the beginning of each shift.
- A health survey is conducted with each employee prior to the beginning of each shift to verify staff have not experienced symptoms consist with COVID-19 in the past 7 days or exposed to someone who has experienced symptoms in the past 14 days.
- Employees with Covid-19 like symptoms are not allowed to work and encouraged to contact their medical provider or 2-1-1.
- Face coverings are worn by all staff that interact with the public and when unable to social distance with other employees.
- Clean and disinfect employee restrooms and breakrooms frequently.
- All employees have read and understand the COVID-19 Fact Sheet (available in multiple languages).
- Employees shall not share food, beverages, and food-ware.
- Employees do not shake hands, high-five or do similar greetings that break physical distance.
- Employees must frequently wash their hands with soap and warm water.
- A copy of this protocol was shared with each employee to ensure they understand and will implement the procedures.
- Other measures being taken to ensure protection of Employee Health:

San Diego County - COVID-19 Restaurant Operating Protocol

2. SOCIAL DISTANCING:

IMPLEMENT MEASURES TO ENSURE SOCIAL DISTANCING IS ADHERED TO. RESTAURANT TABLES SHALL BE SIX FEET APART OR IF UN-MOVABLE, A BARRIER OR PARTITION MUST SEPARATE TABLES TO PROTECT THE PUBLIC.

This facility uses the following methods to ensure social distancing is adhered (all measures in this section are mandatory):

- All tables are six feet apart or if un-movable, a barrier or partition has been installed to separate the tables.
- Tape or markings of at least six feet separation are used in any area where members of the public may form a line.
- Staggered seating times are used to space traffic flow.
- Limit the number of patrons at a single table to a household unit or patrons who have asked to be seated together. People in the same party seated at the same table do not have to be six feet apart. All members of the party must be present before seating and the host must bring the entire party to the table at one time.
- Tables are spaced six feet away from all food preparation areas, including beverage and server stations.
- Other measures used to ensure social distancing is adhered to while customers are waiting to be seated, during ordering or during pick-up of food:

3. EDUCATION FOR THE DINING PUBLIC:

IMPLEMENT MEASURES TO ENSURE THE PUBLIC IS EDUCATED ON DINING OUT SAFELY, THROUGH PUBLIC NOTIFICATIONS.

This facility uses the following methods to ensure education of the dining public (all measures in this section are mandatory):

- Signage is posted at each public entrance of the facility to inform the dining public to:
 - Maintain social distancing of six feet
 - Wash hands or use sanitizer upon entry into a restaurant
 - Stay home if they are ill or have symptoms consistent with COVID-19
- A copy of the COVID-19 Restaurant Operating Protocol is posted at a location visible to the public.
- Face coverings are worn by public when not seated at their table.
- Other measures used to ensure education of customers on dining out safely:

San Diego County - COVID-19 Restaurant Operating Protocol

4. MEASURES TO INCREASE SANITIZATION AND DISINFECTION:

IMPLEMENT MEASURES TO PROTECT THE PUBLIC THROUGH THE AVOIDANCE AND FREQUENT DISINFECTION OF COMMON HAND TOUCH POINTS AND SANITIZATION OF FOOD CONTACT SURFACES.

This facility uses the following methods to increase sanitization and disinfection (all measures in this section are mandatory):

- Food items and containers that are shared between tables such as condiment bottles, salt and pepper shakers, or breadbaskets are prohibited and not in use.
- Self-service buffets or salad bars are prohibited and not in use.
- Self-service machines, such as soda and frozen yogurt machines, are prohibited and not in use.
- Non-food items that may be used by multiple customers, such as menus, are disinfected between each use or modified to be a single service item, such as a disposable paper menu.
- Utensils and food-ware are properly washed, rinsed and sanitized for an adequate contact time (time required for utensils to be submerged in the sanitizer) by a sanitizer effective against Coronavirus OR only single-service utensils and food-ware are used.
- High contact touchpoints, such as phones, door handles, credit card terminals, etc. are cleaned and disinfected, frequently using a disinfectant effective against Coronavirus. List disinfectant(s) being used:

- ~~NA~~ Public restrooms are being cleaned and disinfected frequently.
- A team member per shift is designated to oversee/enforce additional sanitization and disinfection procedures, as needed.
- Tableside food preparation and presentation of foods, such as food selection carts and tableside guacamole are prohibited and not in use.
- After-meal mints, candies, snacks, or toothpicks for customers shall not be left out in a community container. Offer these items with the check or provide them upon request.
- Entertainment items such as board games, arcade games, vending machines, etc. are prohibited and not in use. Game and entertainment areas where customers may share items such as bowling alleys, pool tables, etc. are closed.
- A drop-off location to receive deliveries away from high traffic areas has been designated and a social distance of at least six feet is maintained with delivery drivers.
- ~~NA~~ Leftover food must be packaged by the customer for takeout upon request.
- Takeout food items have a staging area that eliminates a person-to-person pick-up, such as a designated table in a sealed bag, labeled with the order number or customer name.

San Diego County - COVID-19 Restaurant Operating Protocol

Other measures used to prevent unnecessary contact or cross contamination:

5. RECOMMENDATIONS:

CONSIDER IMPLEMENTING THESE ADDITIONAL SAFETY MEASURES.

This facility uses the following additional optional measures (check all that apply):

- Disinfection wipes or hand sanitizer (at least 60% alcohol) are provided for customers.
- Touch free motion detectors, such as hands-free soap and towel dispensers are in use.
- A payment system that does not require person-to-person contact is in use.
- A reservation process to prevent people from gathering and promote social distancing is in use.
- The number of employees serving an individual party is limited to one employee, when possible.
- Additional outdoor seating is in use and was approved by the local jurisdiction (Code Enforcement).
- Disposable gloves are being used to supplement handwashing when: conducting employee health screenings, handling items contaminated by body fluids, touching items used by customers (dirty cups, plates, napkins, etc.), or handling trash bags.

Other additional optional measures implemented at this facility:

Prepared by:

Title:

Date: