



# NYC OPEN AIR RESTAURANT PLAN THE CHECKLIST

**START DATE:** When Phase 2 Begins (June 22nd)

**END DATE:** Roadway Seating (9.8.2020) Sidewalk Seating (10.31.2020)

**Allowed Daily Hours of Operation:** Monday - Saturday: 8AM - 11PM; Sunday: 10AM - 11PM

## 10 THINGS YOU HAVE TO DO...

- ☐ Affirm that you read and understand NY State's Department of Health Guidelines [Click Here](#)
- ☐ Complete DOT's Open Restaurant Application [Click Here](#)
- ☐ Develop your outdoor seating expansion diagram and email it to SLA within 5 days of expansion [Click Here](#)
- ☐ File Licensee Certification with DOT if you are serving/selling alcohol [Click Here](#)
- ☐ Develop and post your COVID-19 Site Safety Plan at your place of business [Click Here](#)
- ☐ Designate Screening Point Person(s) to develop and maintain the site safety plan, keep and perform confidential employee safety screenings (before site entry) and site contacts log on daily basis
- ☐ Report any person(s) testing positive, having symptoms or exposed to someone testing positive to DOH
- ☐ Purchase and maintain PPE, hand sanitizing and washing products for employees
- ☐ Use tape, markers and posters to designate 6 feet social distancing for employees and customers
- ☐ Monitor, disinfect, keep a cleaning schedule & log, make sure employees wear face coverings, designate an area for pickups/deliveries.