

COVID-19 Food Facility Operating Checklist

Facility Name:

Facility Address:

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 (check all that apply):

- All employees have been told not to come to work if ill.
- A health survey is conducted with each employee prior to the beginning of each shift.
- Employees receive a thermal or temperature scan prior to beginning of each shift.
- Face coverings are worn by all staff. Face coverings need to be fitted to the face and cover the nose and mouth.
- Mandatory handwashing occurs on the following timed schedule:

- Employee breakrooms and restrooms are being disinfected frequently, on the following schedule:

Breakrooms:

Restrooms:

- A copy of this procedure was shared with each employee to ensure they understand and will implement the procedures.

- Other measures being taken to ensure protection of Employee Health:

COVID-19 Food Facility Operating Checklist

2. SOCIAL DISTANCING:

IMPLEMENT MEASURES TO ENSURE SOCIAL DISTANCING IS ADHERED TO. RESTAURANT TABLES SHALL BE SIX FEET APART.

This Facility uses the following methods to ensure social distancing is adhered to (check all that apply):

- All tables are six feet apart.
- 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.
- Tables are limited to not more than 10 people and must be from the same household.
- Use of a reservation process to prevent people from gathering.
- Outdoor seating area approved by local jurisdiction to be expanded to increase social distancing.
- Other measures used to ensure social distancing is adhered to while customers are waiting to be seated:

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 (check all that apply):

- 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 Food Facility Operating Checklist is posted at a location visible to the public.
- A touchless or other alternative payment system is encouraged.
- Face coverings are worn by public when not seated at their table.
- Other measures used to ensure education of employees and customers on dining out safely:

COVID-19 Restaurant Operating Procedures

4. MEASURES TO INCREASE SANITIZATION AND DISINFECTION:

IMPLEMENT MEASURES TO PROTECT THE PUBLIC THROUGH THE LIMITATION 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 (check all that apply):

- No food items or containers are shared between tables such as condiment bottles, salt and pepper shakers, or breadbaskets.
- No self-service buffets or salad bars are allowed.
- No self-service machines, such as soda and frozen yogurt machines, are allowed.
- Non-food items that may be used by multiple customers, such as menus, must be 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) 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, using a disinfectant effective against Coronavirus, following this schedule:

- Disinfection wipes or hand sanitizer (at least 60% alcohol) are provided at customer tables.
- Touch free motion detectors are used to dispense soap and papertowels.
- Public restrooms are being disinfected every hour.
- A team member per shift is designated to oversee/enforce additional sanitization and disinfection procedures, as needed.
- The number of employees serving an individual party is limited to one employee, when possible.
- Other measures used to prevent unnecessary contact or cross contamination:

Prepared by:

Title:

Date: