

COVID Guidelines for Operation as of May 30, 2020

1. **Face masked** must be worn if you have direct contact with customers.
2. Hands must be washed with soap and warm water for 20 secs every 15 minutes.
3. Servers, bussers, and other employees moving items used by customers (dirty cups, plates, napkins, etc.) or handling trash bags must use **disposable gloves** (wash hands before putting gloves on and after removing them) and are provided aprons which they must change frequently.
4. No flatware, glassware, dishware, menus, condiments or any other tabletop item is present on tables prior to the seating of customers. All such items are fully sanitized between seat changes and stored during nonuse in a location that prohibits potential contamination.
5. Paper menus must be discarded after each use.
6. Ensure all customers remain 6 feet apart and tables are spaced accordingly.
7. **No Cash** will be accepted to reduce transmission.
8. On-site seating at a table shall be limited to **no more than 6 people** that should be members of one household.
9. Indoor in-person dining capacity is not to exceed 60% of maximum occupancy to allow sufficient space to social (physical) distancing between groups of customers.
10. **Bar/counter** areas within the restaurant must remain **closed** to customers.
11. **Entertainment operations are prohibited.**
12. Limit the number of employees serving individual parties.
13. Employees must avoid handshakes and similar greetings that break physical distance.
14. Notify employer immediately if symptomatic. Contaminated areas must be sectioned off and sanitized according to CDC guidelines.
15. Face shields are provided and worn by wait staff and other employees when servicing customers that have removed their cloth face covering to eat and drink. The face shield is to be worn in addition to the cloth face covering.
 - a. Face shields are to be cleaned and disinfected per manufacturer's directions.
 - b. Dishwasher must wear face shield or goggles to prevent splash-based infection.
16. **Refilling beverages at the table** or from common containers (e.g. pitchers, carafes, decanters, bottles) is **not allowed**. Clean glassware is provided for customer refills.

Sanitizing:

1. **Table, chair, and checkbooks** must be sanitized **after each customer**.
 - a. Cloth top covers must be replaced after each customer.
2. **High-touch surfaces**, including POS computer screens, CC machine, door handles are sanitized **every hour**.
3. Bar must be sanitized every 30 minutes using Clorox.
4. Restrooms must be sanitized every hour.

<https://corona-virus.la/sites/default/files/inline-files/20200530LAResumingOperationsToolkit-Restaurants%26Bars.pdf>