

VERMONT RESTAURANT, CATERING, FOOD SERVICE & BAR RE-OPENING Updated June 8, 2020

	<b>Phase 0.5 (effective 5/22)</b>	<b>Phase 1 (effective 6/8)</b>	<b>Phase 2 PROPOSAL, not approved</b>	<b>Phase 3 PROPOSAL, not approved</b>
<b>Phased implementation Timeline &amp; Types of Work</b>	<p><b>Outdoor Dining</b></p> <p>Reservations or call ahead seating is required.</p> <p>Ordering via phone or electronic means is preferred.</p> <p>Takeout service rather than table side delivery of food is preferred.</p> <p>Cashless/touch-less transactions are strongly preferred.</p> <p>Tables must be spaced a minimum of 10 feet apart.</p> <p>Members of only 2 households and 10 total people may be seated at the same table.</p> <p>Operators must limit the total number of customers served/seated at one time to 50 or their maximum licensed seating capacity, whichever is less.</p> <p>Disposable menus are required.</p> <p>Disposable/single use condiment packets are encouraged.</p> <p>Multi-use condiments and all other items for general use must be</p>	<p><b>Indoor operations are limited to 25% of approved fire safety occupancy or 10 total customers and staff combined, whichever is greater.</b></p> <p>Seating must be available for all patrons and seating must allow for physical distancing of at least 6 feet between seated dining parties. Standing is not allowed at this time.</p> <p>Bar seating and drink or food production areas must remain closed to dining.</p> <p>Operators must limit the total number of customers served/seated in OUTSIDE seating at one time to 50 or their maximum licensed seating capacity, whichever is less.</p> <p>Existing Take-Out and Delivery Operations continue for food and alcoholic beverages.</p> <p>Operators must maintain an easily accessible log of customers and their</p>	<p><b>Take-Out Service &amp; On- Premise Consumption, With Lesser Limitations.</b></p> <p>Maximum occupancy 75% of current Fire Marshall approved levels for all operations.</p> <p>Party size limited to under 10 guests</p> <p>Bar seating at 50% capacity.</p> <p>Existing Take-Out and Delivery Operations continue for food and alcoholic beverages.</p>	<p><b>Take-Out Service &amp; On- Premise Consumption, with Best Management Practices.</b></p> <p>Maximum occupancy of 100% of current Fire Marshall approved levels for all operations</p> <p>Existing Take-Out and Delivery Operations continue for food.</p>

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	<p>cleaned and sanitized between customers.</p> <p>Operators must maintain an easily accessible log of customers and their contact information for 30 days in the event contact tracing is required by the Health Department. This must include at least the name and phone number of one member of a party making a reservation with the date and time the person visited the establishment.</p>	<p>contact information for 30 days in the event contact tracing is required by the Health Department. This must include at least the name and phone number of one member of a party making a reservation with the date and time the person visited the establishment.</p> <p>Reservations or call ahead seating is required.</p> <p>For “fast food” takeout or counter service (no wait staff), no reservations or logs of customers are required. Please note that an absence of logs may require a public announcement of possible exposure if a case is identified.</p>		
<p><b>Employee Training &amp; Education Plan</b></p>	<p>Designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements. All employees are encouraged to have ServSafe Food Handler certification. <a href="http://www.servsafe.com">www.servsafe.com</a></p> <p>Restaurants will follow the then current CDC and State Guidelines for</p>	<p>Designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements. All employees are encouraged to have ServSafe Food Handler certification. <a href="http://www.servsafe.com">www.servsafe.com</a></p> <p>Restaurants will follow the then current CDC and State Guidelines for</p>	<p>Designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements. All employees are encouraged to have ServSafe Food Handler certification. <a href="http://www.servsafe.com">www.servsafe.com</a></p> <p>Restaurants will follow the then current CDC and State Guidelines for</p>	<p>Designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements. All employees are encouraged to have ServSafe Food Handler certification. <a href="http://www.servsafe.com">www.servsafe.com</a></p> <p>Restaurants will follow the then current CDC and State Guidelines for</p>

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	all food service employee training and education requirements.  Recommend following FDA best practices	all food service employee training and education requirements.  Recommend following FDA best practices	all food service employee training and education requirements.  Recommend following FDA best practices	all food service employee training and education requirements.  Recommend following FDA best practices
<b>Physical Distancing Plan</b>	<p>Follow a 6-foot social distancing rule in common areas (Entries, Reception Areas, Order Areas). Guests may have to disperse to areas outside of the restaurant if interior waiting areas are occupied. No bar seating or standing, Dining tables spaced 10ft apart, Party size limited to under 10 guests.</p> <p>Employees must wear face coverings over their nose and mouth when in the presence of others, in the case of case of cashier a translucent shield or “sneeze guard” is acceptable in lieu of a mask</p> <p>Employees will have easy and frequent access to soap and water or hand sanitizer during duration of work, and handwashing or hand sanitization will be required before entering, and leaving, job sites</p>	<p>Follow a 6-foot social distancing rule in common areas (Entries, Reception Areas, Order Areas). Guests may have to disperse to areas outside of the restaurant if interior waiting areas are occupied. No bar seating or standing, Dining tables spaced 6ft apart, Party size limited to under 10 guests.</p> <p>Employees must wear face coverings over their nose and mouth when in the presence of others, in the case of case of cashier a translucent shield or “sneeze guard” is acceptable in lieu of a mask.</p> <p>Employees will have easy and frequent access to soap and water or hand sanitizer during duration of work, and handwashing or hand sanitization will be required before entering, and leaving, job sites</p>	<p>Follow a 6-foot social distancing rule in common areas (Entries, Reception Areas, Order Areas). Guests may have to disperse to areas outside of the restaurant if interior waiting areas are occupied. No bar seating or standing, Dining tables spaced 6ft apart, Party size limited to under 10 guests.</p> <p>Bar Seating @ 50%</p> <p>Employees must wear face coverings over their nose and mouth when in the presence of others, in the case of case of cashier a translucent shield or “sneeze guard” is acceptable in lieu of a mask</p> <p>Employees will have easy and frequent access to soap and water or hand sanitizer during duration of work, and handwashing or hand sanitization will be required before</p>	<p>Resume “new normal” operating standards regarding seating of dining areas and bar.</p>

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	*see appendix for other details	*see appendix for other details	entering, and leaving, job sites  *see appendix for other details	
<b>Postings and Notifications</b>	<p>Signs must be posted at all entrances clearly indicating that no one may enter if they have symptoms of respiratory illness</p> <p>Employees: CDC/VDH recommended postings to be located near the following key areas: employee entrances, kitchen, bathrooms, point of sale/register, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p> <p>Vendors: All rules and recommendations herein posted near the following locations: Service Entrance(s)</p> <p>Visitors/Customers: All rules and recommendations herein posted near the following key areas: all entry points, bathrooms, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p>	<p>Signs must be posted at all entrances clearly indicating that no one may enter if they have symptoms of respiratory illness</p> <p>Employees: CDC/VDH recommended postings to be located near the following key areas: employee entrances, kitchen, bathrooms, point of sale/register, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p> <p>Vendors: All rules and recommendations herein posted near the following locations: Service Entrance(s)</p> <p>Visitors/Customers: All rules and recommendations herein posted near the following key areas: all entry points, bathrooms, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p>	<p>Signs must be posted at all entrances clearly indicating that no one may enter if they have symptoms of respiratory illness</p> <p>Employees: CDC/VDH recommended postings to be located near the following key areas: employee entrances, kitchen, bathrooms, point of sale/register, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p> <p>Vendors: All rules and recommendations herein posted near the following locations: Service Entrance(s)</p> <p>Visitors/Customers: All rules and recommendations herein posted near the following key areas: all entry points, bathrooms, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p>	<p>Signs must be posted at all entrances clearly indicating that no one may enter if they have symptoms of respiratory illness</p> <p>Employees: CDC/VDH recommended postings to be located near the following key areas: employee entrances, kitchen, bathrooms, point of sale/register, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p> <p>Vendors: All rules and recommendations herein posted near the following locations: Service Entrance(s)</p> <p>Visitors/Customers: All rules and recommendations herein posted near the following key areas: all entry points, bathrooms, bar/counter, and in plain view of individuals/customers if not already so in above locations.</p>
<b>Health Monitoring Policy for Employees</b>	To the extent feasible, prior to the commencement of each work shift, pre-	To the extent feasible, prior to the commencement of each work shift, pre-	To the extent feasible, prior to the commencement of each work shift, pre-	Comply with all VDH guidelines

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	<p>screening or survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath)</p> <p>The designated health/safety officer will be responsible for on-site training, education, and required record-keeping on an ongoing basis.</p>	<p>screening or survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath)</p> <p>The designated health/safety officer will be responsible for on-site training, education, and required record-keeping on an ongoing basis.</p>	<p>screening or survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath)</p> <p>The designated health/safety officer will be responsible for on-site training, education, and required record-keeping on an ongoing basis.</p>	
<p><b>Health Monitoring Policy for Vendors/Visitors</b></p>	<p>To the extent feasible, vendors and suppliers will be required to submit to the operator a letter confirming that they will be in compliance with monitoring their employees health in accordance with CDC/VDH regulations.</p> <p>Vendors/Sales Representatives will be encouraged to conduct business through wireless communications.</p> <p>Prohibit unannounced sales calls.</p>	<p>To the extent feasible, vendors and suppliers will be required to submit to the operator a letter confirming that they will be in compliance with monitoring their employees health in accordance with CDC/VDH regulations.</p> <p>Vendors/Sales Representatives will be encouraged to conduct business through wireless communications.</p> <p>Prohibit unannounced sales calls.</p>	<p>To the extent feasible, vendors and suppliers will be required to submit to the operator a letter confirming that they will be in compliance with monitoring their employees health in accordance with CDC/VDH regulations.</p> <p>Vendors/Sales Representatives will be encouraged to conduct business through wireless communications.</p> <p>Prohibit unannounced sales calls.</p>	
<p><b>Supply chain impacts of reopening</b></p>	<p>See appendix. No food/beverage supply chain challenges anticipated. PPE supply chain will be monitored with VDH help</p>			

**APPENDIX**

### Safety, Health, Sanitation, Compliance + Enforcement Plans

With any detailed questions, have all employees refer to the FDA's "Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic"

As recommended by the National Restaurant Association

- Thoroughly detail-clean and sanitize the entire facility, especially if it has been closed. 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 table condiments, digital ordering devices, check presenters, self-service areas, tabletops, and common touch areas.
- Single-use items should be discarded. Consider using rolled silverware and eliminating table presets.
- Remove lemons and unwrapped straws from self service drink stations.
- Clean and sanitize reusable menus. If you use paper menus, discard them after each customer use.
- Implement procedures to increase how often you clean and sanitize surfaces in the back-of-house.
- Avoid all food contact surfaces when using disinfectants.
- Check restrooms regularly and clean and sanitize them based on frequency of use.
- Make hand sanitizer readily available to guests.
- Consider touchless hand sanitizing solutions.
- If possible, keep air circulating and as the weather cooperates, windows and doors open.
- Provide hand sanitizer for guests to use, including contactless hand sanitizing stations, and post signs reminding guests about social distancing. Thank them for their patience as you work to ensure their safety.

### Designation of Employee(s) responsible for Health Monitoring

Designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements.

Designated health and safety officer will be responsible for all communication regarding COVID 19 between the employees and management. The screener will file daily tickets that assess and monitor the health of the staff. Screening timelines will follow current CDC guidelines.

### Means of Monitoring Employee Health

Per existing requirements as mandated by CDC, VDH, FDA Food code requirements, employees who are sick should remain at home.

Follow Vermont Department of Labor Guidelines @ <https://labor.vermont.gov/document/protecting-safety-and-health-workers-vosha>

### Traceability

The operator should follow all guidelines regarding traceability as directed by VDH and will maintain daily staff health questionnaires, in the office of the designated health and safety officer.

### Designation of Employee(s) responsible for vendor health monitoring

- To the extent feasible, all vendors and suppliers will be required to submit to the operator a letter confirming that they will be in compliance with monitoring their employees health in accordance with CDC/VDH regulations.
- Vendors/Sales Representatives will be encouraged to conduct business through wireless communications. Prohibit unannounced sales calls.
- On-site signage will adequately inform Vendors/Visitors of the business owner's right to refuse service.
- Site deliveries will be in line with the venue's policies regarding minimal contact, PPE and/or cleaning protocols.
- Signage will be posted at delivery entrances.

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- Signage will encourage PPE to be worn by visitors.
- Signage will guide visitors on social distancing protocols.
- Cashless transactions should be encouraged.

### Supply Chain Vendors + Suppliers

The following is a list that need to offer in-person services to enable the industry to operate include, but not limited to:

- Food growers and producers (local, national, international)
- Food distributors (local, regional, national)
- Food manufacturers (pre-made foods, value added products)
- Beverage producers/distributors/state liquor stores: beer, wine, spirits, non-alcoholic
- Paper goods manufacturers, suppliers, delivery
- Cleaning, sanitation and PPE, manufacturers, suppliers, delivery
- Janitorial services
- Linen services, delivery
- Equipment and facility maintenance: electric, plumbing, refrigeration, HVAC grease trap cleaning, tap line cleaning, hood cleaning, pest control, knife sharpening
- Exterior maintenance: landscaping
- Inspection functions: health, anse/fire
- Waste collection: composting, garbage and recycling
- Office services: technology repair, USPS / FEDEX / UPS
- PPE <https://vem.vermont.gov/covid19/facecovering>

### Physical Distancing

As recommended by the National Restaurant Association

- Update floor plans for common dining areas, redesigning seating arrangements to ensure to meet the then current governing authority physical distancing recommendations. Consider a reservations-only business model or call-ahead seating to better space diners.
- Limit contact between wait staff and guests as reasonably possible.
- If practical, physical barriers such as partitions or Plexiglas barriers at registers are acceptable during recommended phases.
- Use technology solutions where possible to reduce person-to-person interaction: mobile ordering and menu tablets; text on arrival for seating; contactless payment during recommended phases.
- Try not to allow guests to congregate in waiting areas or bar areas. Design a process to ensure guests stay separate while waiting to be seated. The process can include floor markings, outdoor distancing, waiting in cars, etc. Consider an exit from the facility separate from the entrance.
- Employees will wear state-approved PPE as mandated by then current Department of Health guidelines.

### Individual Work Spaces vs. Common Areas

- Where possible, workstations should be staggered so employees avoid standing directly opposite one another or next to each other. Where six feet of separation is not possible, consider other options (e.g., face coverings) and increase the frequency of surface cleaning and sanitizing.
- Limit the number of employees allowed simultaneously in break rooms.
- With larger staff, use communication boards or digital messaging to convey pre-shift meeting information.

### Remote Work

- Remote work encouraged for administrative functions and meetings.

### Field Work / Off Site

- Does not specifically apply, follow governing recommendations.

### Transportation

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- Does not specifically apply, follow governing recommendations. No more than 2 people shall occupy one vehicle when conducting work.

### Definitions

- Communal Seating: Also called “community tables,” communal tables are large tables in restaurants that seat more than one party at a time.
- Standing Guests: Refers to customers eating and drinking in the facility who do not have a chair. This does not refer to guests ordering or waiting, refer to social distancing in each phase for guidance.

### RESOURCES

White House Guidance for Opening Up America Again

National Restaurant Association (NRA) Reopening Guidance

FDA Best Practices for Retail Food Stores, Restaurants, and Food Pick-up/Delivery COVID-19