



Alaska Cabaret, Hotel, Restaurant, and Retailers Association

COVID-19 Reopening Guidance A Guide for the Restaurant Industry

Phase 1 Mitigation Plan

As outlined in Governor Dunleavy's Health Mandate 16, Attachment F, restaurants may operate for dine-in service up to 25% of the total maximum occupancy of the restaurant. Restaurants may continue to provide to-go and/or delivery services.

In accordance with Governor Dunleavy's Health Mandate 16, Attachment F, the following are the minimum recommended health and safety protocols for all restaurants choosing to reopen for dine-in service in Alaska. Restaurants may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place her/him at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Alaska. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, reopening guidance cannot anticipate every unique situation. Restaurants should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Restaurants should also be mindful of federal and state employment laws and workplace safety standards.

Name of Establishment: _____

Premises Address: _____

Adjusted Maximum Occupancy (no more than 25% of approved occupancy): _____

Unless specifically indicated, businesses must implement all applicable measures listed below and on the following pages, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

SIGNAGE requirements

- Signage is posted at each public entrance of the facility stating that any customer who has symptoms of COVID-19 must not enter the premises.
- Signage is posted in the public view stating the adjusted maximum capacity calculated above.
- Additional signage required by local government rules (describe): _____

Health protocols for **EMPLOYEES**

- All employees have been told not to come to work if sick.
- Symptom screenings are being conducted before employees may enter the workspace.
- Any employee who has any of the following new or worsening signs or symptoms of possible COVID-19 are sent home and asked to contact a health care provider: cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit, or known close contact with a person who is lab-confirmed to have COVID-19.
- Any employee with the new or worsening signs or symptoms listed above are not allowed to return to work until:
 - In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 7 days have passed *since symptoms first appeared*; or
 - (Recommended) In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual should not return to work until the individual has completed the same three-step criteria listed above; or
 - (Recommended) If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual should obtain a medical professional's note clearing the individual for return based on an alternative diagnosis. Otherwise, the employee must be free of all symptoms before returning.
- Any employee with known close contact to a person who is lab-confirmed to have COVID-19 will not be allowed to return to work until the end of the 14-day self-quarantine period from the last date of exposure.
- Symptom screenings are logged, confidentially filed, and retained for at least 30 days (two years is recommended).
- All desks or individual workstations are separated by at least six feet, where possible.
- Employees are trained on the importance of social distancing protocols, and are advised to maintain six feet of physical distancing from other employees and customers whenever and whenever possible.
- All employees are provided with (or required to bring their own) cloth face coverings to be worn during all shifts.
- All reusable face coverings are cleaned following CDC guidelines after each work day before being reused.
- Employees are instructed to wash or sanitize their hands upon entering the restaurants, and between interactions with customers.
- Disinfectant and related supplies are available to all employees at the following location(s):

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

- Handwashing stations with soap, water, and paper towels are available to all employees at the following location(s):

Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

- Break rooms: _____
- Bathrooms (at least hourly): _____
- High-contact areas (at least hourly): _____
- Other (describe): _____

Copies of this or any other written Mitigation Plan have been distributed to all employees.

Employees have been trained on all items included in the written Mitigation Plan, including appropriate cleaning and disinfecting, hand hygiene, and respiratory etiquette.

Optional – Describe other measures: _____

Health protocols for **SERVING CUSTOMERS**

The total number of customers and employees in the establishment at any one time is limited to _____ which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

Parties are instructed to maintain at least 6-foot distance apart from other parties at all times, including while waiting to be seated or waiting for takeout orders. The policies and procedures used to prevent guests from congregating are as follows:

Parties are limited to only members from the same household, including roommates and other nonfamilial household members. Biological members of the same family who do not live together are not considered to be members of the same household.

Guests are required to make reservations – telephonic or online reservations are encouraged. At the time the reservation is made and/or when all guests in a single party are ready to be seated, an employee asks whether all members of the party are from the same household. The business has developed a house policy to determine how to handle a situation when individuals in a single party indicate that they are from different households.

A written reservation/guest log is maintained and includes the date, first and last name of at least one member in each party, a phone number for the party, and the total number of guests in the party. The log will be kept as records for a period of _____ (30 days minimum, 2 years is recommended).

- An employee manages and controls access to the establishment, to possibly include opening doors to prevent patrons from touching door handles, and to ensure that the maximum number of customers in the facility set forth above is not exceeded.
- Consider placing signs outside the store reminding people to be at least six feet apart whenever possible and reminding them of best hygiene practices.
- Consider a separate area is designated for to-go or delivery orders to prevent customers from gathering.
- All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- Customers are prevented from self-serving any items that are food-related.
- Lids for cups and food-bar type items are provided by staff and not available for customers to grab.
- Contactless payment systems are provided or, if not feasible, payment systems are sanitized regularly as follows:

- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, in bathrooms, and anywhere else inside the restaurant where people have direct interactions.
- Disposableware is used when available. No condiments, silverware, flatware, glassware, or other traditional tabletop items are left on unoccupied tables.
- Condiments are provided only upon request and in single-use portions or packages whenever possible. Reusable condiments are fully sanitized after each use.
- A menu board or disposable menus are used. Disposable menus are discarded after each customer use. Alternatively, reusable menus are used and thoroughly sanitized between parties.
- If a salad bar or buffet is offered, restaurant employees serve the food to customers.
- Tables are placed not less than 10 feet apart, as measured from table edge to table edge.
- Outdoor seating, if available, is limited to 20 tables maximum.
- Seating at a bar will be strictly prohibited. Dine-in customers will be limited to seating at tables.
- If applicable, alcohol service to diners for on-premises consumption will be conducted in compliance with all applicable laws and regulations pertaining to my license type.

Optional – Describe other measures: _____
