BE SAFE CHICAGO

Be Safe. Food Service and Bars

CHICAGO

Be Safe. Food Service and Bars

What's in this guide?

Effective June 26th

Cautiously reopening Chicago requires:

Healthy interactions

Social distancing

Limitations on physical distance to other individuals

Gathering size

Limitations on gatherings of individuals

Protective gear

Use of protective gear by individuals

Hygiene requirements

Ensuring hygienic interactions (e.g., hand washing)

Safe spaces and conditions

Entry access

Entry/exit condition for access to space

Cleaning standards

Actions taken to disinfect space

Visual guidance

Hygiene resources and guidance posted in space

Workplace conditions

Evaluation of foot traffic, ventilation, etc.

Operational resilience and monitoring

Flexible models

Flexibility with sick leave, remote work (when possible)

Operational resiliency

Support for operational flexibility (e.g., multiple shifts)

Travel guidelines

Restriction of movement of people between locations

Testing / tracking

Facilitation of testing and tracking

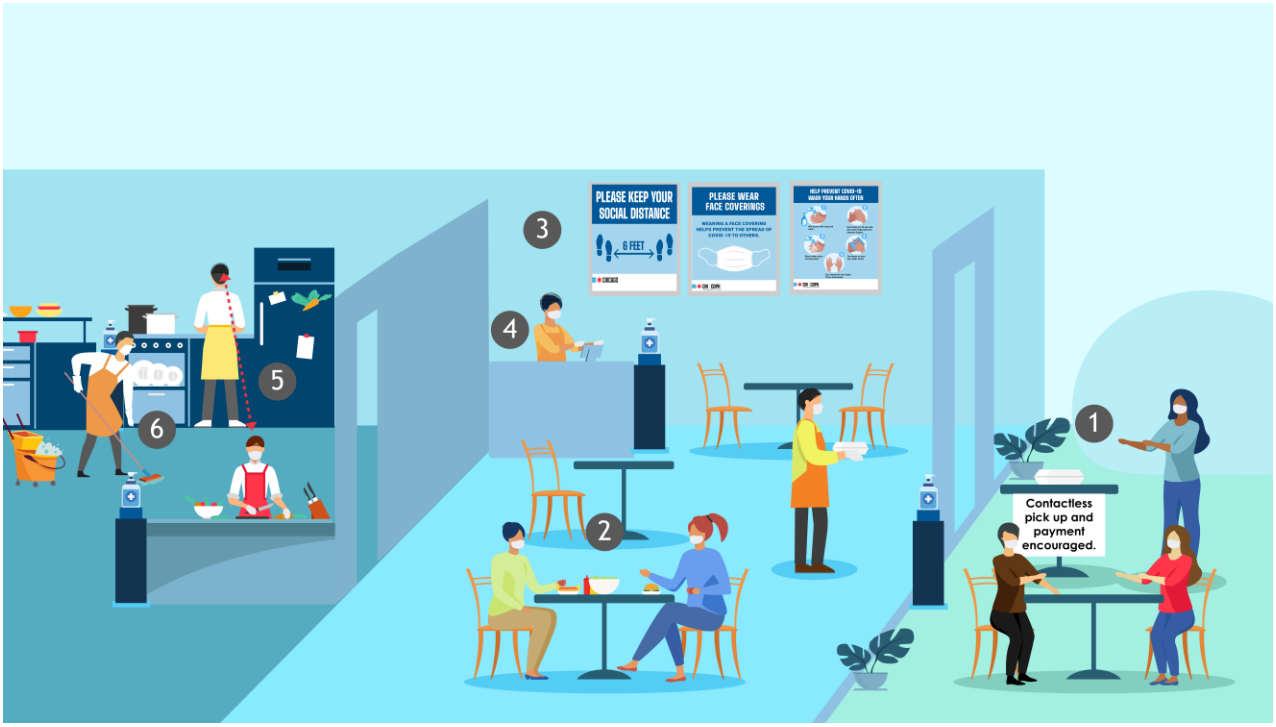
- Recommended guidance -

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Illustrative example

Effective June 26th



What may be different?

1. **Contactless** pickup available and contactless payment encouraged
2. **Indoor dining / alcohol consumption permitted at 25% capacity**, outdoor permitted[1] following social distancing requirements
3. **Visual signage** throughout facilities regarding hygiene, social distancing, proper PPE and more
4. Employees required to wear **face coverings at all times**, face coverings for guests required when not seated
5. Employees and diners encouraged to maintain **6ft physical distancing**
6. Employees frequently **disinfect** facilities

- Recommended guidance -

1. Dining/alcohol consumption areas considered outdoors include rooftops, rooms with retractable roofs and indoor spaces where 50% or more of a wall can be removed via the opening of windows, doors, or panels provided that dining tables are within 8-ft from such openings

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Healthy interactions

Effective June 26th

Ensure >6 ft. between individuals and close choke points

- Space tables 6 ft apart, decommission tables, and/or add physical barriers (e.g., Plexiglass) between tables if they can't be moved
- Use impermeable barriers where 6 ft social distancing is not possible (e.g., counters, service tables, registers, etc.)
- Clearly mark any area where guests or employees queue (e.g., check-stands and terminals, waiting rooms, restrooms, etc.) with appropriate physical distancing guidance
- Ensure music volume remains low so employees and customers can practice social distancing while talking (e.g., taking orders)

Limit customers to no more than 10 people / table and 50 people / room

- Limit customers to no more than 10 people / table
- Limit each indoor space / room to no more than
  - 50 individuals, while practicing social distancing, or
  - 25% capacity (whichever is fewer)
- Outdoor dining / alcohol consumption permitted[1] following standard social distancing requirements
- For event venues / banquet halls, adhere to capacity and gathering restrictions for indoor / outdoor spaces (depending on setting)

- Recommended guidance -

BE SAFE CHICAGO

1. Dining/alcohol consumption areas considered outdoors include rooftops, rooms with retractable roofs and indoor spaces where 50% or more of a wall can be removed via the opening of windows, doors, or panels provided that dining tables are within 8-ft from such openings

Be Safe. Food Service and Bars

Healthy interactions

Effective June 26th

Protective gear

Ensure protective gear worn by employees and guests

- In any outdoor and indoor common spaces, face coverings must be worn over nose and mouth (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face covering)
- Face coverings can be removed while customers are seated and eating/drinking
- Provide proper PPE training (how to wear, properly remove, etc.) to employees
- Provide gloves only to follow standard food handling guidelines
- Ensure dishwashers have access to equipment to protect eyes, nose, and mouth from contaminant splash (e.g., face coverings, protective glasses, and/or face shields)

Hygiene req's

Ensure regular sanitization of hands and high-touch areas, trainings on proper techniques

- Ensure hand sanitizer or hand washing facilities are readily available for both customer and employee use
- Provide hand washing training to all employees, with signage posted at stations (where applicable)
- Provide health and safety training related to COVID-19 upon employee's initial return to work, such as ServSafe, Delivery and Takeout Training, Food Handler Training, Free NRA Reopening Trainings

- Recommended guidance -

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Safe spaces and working conditions

Effective June 26th

Establish employee screening policy and protocol

- Prior to leaving home, all individuals encouraged to self-identify symptoms and stay at home if symptomatic
- Prior to entry to establishment, employees self-screen to ensure no symptoms of COVID-19 (e.g., questionnaire – see appendix)
- Employees should not report to, or be allowed to remain at, work if exhibiting symptoms or reporting they feel ill

Establish policy for customer/third-party access to establishments

- Post pledge upon entrance or conduct screening verifying customer, external supplier / non-customer is not currently exhibiting COVID-19 symptoms (e.g., questionnaire, verbal agreement, non-verbal agreement, IRA pledge)
- Ensure customers, suppliers and non-customer visitors wear face coverings over their nose and mouth when entering the premises (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face-covering)
- Prohibit entry to anyone (including customers, staff, or vendors) with displayed or self-identified symptoms

Be Safe. Food Service and Bars

Safe spaces and working conditions

Effective June 26th

Establish daily cleaning standards for spaces and high-tough items

- Thoroughly clean and sanitize entire facility prior to opening and throughout the day (highly touched front of house areas every 30 minutes, back of house between tasks or individuals)
- Monitor, clean and sanitize restrooms regularly
- Provide training on cleaning procedures to ensure safe and correct application of disinfectants

Implement frequent sanitization requirements of all high touch surfaces / handled items

- Provide disposable table items where possible (e.g., menus, containers, condiments)
- Clean and sanitize non-disposable table items after each use (e.g., menus, containers, tables, chairs)
- If practical, use fixed menu boards or digital menus

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Safe spaces and working conditions

Effective June 26th

Provide visual guidance on hygiene standards and entry requirements

- Maintain visual guidance on hygiene standards for employees / customers throughout restaurant (e.g., enforced social distancing with floor markers)
- Post non-verbal agreement, guidelines and/or criteria for customers to enter outside the restaurant
- Provide signage for third party delivery drivers on process for redeeming orders
- If practical, use digital messaging or communication boards for pre-shift communications

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Safe spaces and working conditions

Effective June 26th

Modify workplace conditions to minimize interactions

- All patrons must be seated; counter / bar seating allowed if 6ft distancing can be maintained between customers (consider use of Plexiglas between customers and bartenders)
- Require organized line if ordering from counter, but wait service preferred
- If practical, consider workplace modifications to promote social distancing (e.g., floor marking, and/or reorienting workstations to allow workers to face away from each other)
- Allow cafeterias, buffets, or other self-serve food stations to reopen if an employee is serving the food and wearing proper PPE
- If practical, limit the use of beverage stations by customers
- If practical, establish directional hallways, doors, or passageways for foot traffic
- If practical, provide separate restroom facilities for workers and customers / third parties
- Complete and meet standards set forth in the FDA reopening checklist

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Safe spaces and working conditions

Effective June 26th

For tavern licenses without retail food licenses, consider measures to provide food options to customers

- For drinking establishments with tavern licenses, if possible, provide access to food (e.g., mobile food trucks, partnerships with restaurants /catering services, shelf-stable pre-packaged food)

Optimize ventilation and air flow

- Follow FDA requirements on ventilation: ventilation systems, including air ducts and vents, are clean, free of mold, and operating properly
- If practical, increase airflow of indoor spaces according to CDC guidelines and food preparation standards

BE SAFE CHICAGO

Be Safe. Food Service and Bars

Operations and monitoring

Effective June 26th

Limit in-person work where possible

- Minimize in person interactions (e.g., consider utilizing online trainings / virtual staff meetings)
- Ensure employees that can work from home should continue to do so
- If practical, limit shift overlap of employees

Encourage behavior to limit interaction

- For drinking establishments with tavern licenses, limit seating to a maximum of 2 hours to manage consumption of alcohol
- If practical, encourage cashless/contactless ordering and payment, and curbside takeout/carryout and delivery (especially for vulnerable populations)
- If practical, encourage reservations to minimize waiting and allow for time to disinfect space; provide pre-arrival guidance including requirements for entering when possible
- Encourage patrons to remain outdoors or in their vehicles while waiting to be seated; diners will be seated immediately upon entry to minimize gatherings in waiting areas
- If practical, establish separate entry and exit doors to access indoor amenities (e.g., restrooms)

BE SAFE CHICAGO

Be Safe. Food Service and Bars
Operations and monitoring

Effective June 26th

Limit travel for business

- If practical. limit business travel with industry safety precautions
- If practical, limit staff travel across multiple restaurant locations

Follow CDPH and CDC guidance for testing and tracing protocols

- If employee does contract COVID-19, they must follow all CDC guidelines before returning to work
- If an employee is identified as being COVID-19 positive by testing, cleaning and disinfecting must be performed according to CDC guidelines
- Any employee who has had close contact with co-worker or any other person who is diagnosed with COVID-19 should self quarantine according to CDC guidelines
- If a facility becomes aware of 2 or more cases possibly associated with an establishment over a 14 day period, employers are required to report cases to CDPH
- Follow all other CDPH guidance set forth and comply with CDPH recommendations in response to a workplace outbreak

BE SAFE CHICAGO

Be Safe. Food Service and Bars
Appendix

Effective June 26th

Glossary

Gathering: A group of individuals outside a single household who are part of a spontaneous or planned event convening for more than ten minutes

Handwashing: The act of thoroughly cleaning one's hands with soap and water for at least 20 seconds or using a disinfectant capable of eliminating the virus that causes COVID-19

Social distancing: The physical spacing of at least six feet between individuals, or groups of individuals.

PPE: Personal protective equipment (e.g., face coverings, goggles, face shields); requirements vary based on industry and specific circumstances

Self-screening sample questionnaire

Self-screening: A protocol by which an employee answers questions at the start of a shift. Subject to the guidance of the Commissioner of Health, the questions may include:

- Have you had a body temperature over 100 degrees Fahrenheit or have you used a fever reducer in the previous 24 hours to treat a body temperature over 100 degrees Fahrenheit?
- Do you have a new cough that you cannot attribute to another health condition?
- Do you have a new or worsening sore throat that you cannot attribute to another health condition?
- Do you have new shortness of breath that you cannot attribute to another health condition?
- Have you recently developed a complete loss of smell or taste?

National resources for further guidance

General workplace guidance

CDC – *Activities and Initiatives Supporting the COVID-19 Response and the President's Plan for Opening America Up Again*: https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf

CDC – *Guidance for Businesses and Workplaces* https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

OSHA *Guidance on Preparing Workplaces for COVID-19*: https://www.osha.gov/Publications/OSHA3990.pdf

Food service guidance

National Restaurant Association – *COVID-19 Reopening Guidance*: https://restaurant.org/Downloads/PDFs/business/COVID19-Reopen-Guidance.pdf

OSHA – *Guidance for Restaurants & Beverage Vendors Offering Takeout or Curbside Pickup*: https://www.osha.gov/Publications/OSHA4017.pdf

FDA – *Food Safety and the Coronavirus*: https://www.fda.gov/food/food-safety-during-emergencies/food-safety-and-coronavirus-disease-2019-covid-19

Disclaimer

Any links provided in this document are for convenience and informational purposes only; they do not constitute an endorsement or an approval by the City of Chicago of any of the products, services or opinions of the corporation or organization or individual. The City of Chicago bears no responsibility for the accuracy, legality or content of the external site or for that of subsequent links. Contact the external site for answers to questions regarding its content.